



STATE OF UTAH - DEPARTMENT OF ADMINISTRATIVE SERVICES

**Division of Facilities Construction and Management**

**DFCM**

**STANDARD LOW BID PROJECT – INVITATIONAL**  
**Project Budgets \$50,000 - \$100,000**

**December 6, 2006**

**SMITHS COMPUTER CENTER**  
**LABORATORY RE-LIGHTING**  
**DIXIE STATE COLLEGE**  
**ST. GEORGE, UTAH**

DFCM Project Number 06120640

BNA Consulting  
635 South State Street  
Salt Lake City, Utah 84111

# TABLE OF CONTENTS

	<u>Page Numbers</u>
Title Page	1
Table of Contents	2
Invitation to Bid	3
Project Description	4
Project Schedule	5
Bid Form	6
Instructions to Bidders	8
Bid Bond	12
Contractors Sublist Form	13
Fugitive Dust Plan	16
Contractor's Agreement	23
Performance Bond	28
Payment Bond	29
Change Order Form	30
Certificate of Substantial Completion	31

Current copies of the following documents are hereby made part of these contract documents by reference. These documents are available on the DFCM web site at <http://dfcm.utah.gov> or are available upon request from DFCM.

DFCM General Conditions dated May 25, 2005.

DFCM Application and Certification for Payment dated May 25, 2005.

Technical Specifications :

Drawings:

**The Agreement and General Conditions dated May 25, 2005 have been updated from versions that were formally adopted and in use prior to this date. The changes made to the General Conditions are identified in a document entitled Revisions to General Conditions that is available on DFCM's web site at <http://dfcm.utah.gov>**

## INVITATION TO BID

Only firms that have been invited to submit bids on this project are allowed to bid on this project.

Sealed bids will be received by the Division of Facilities Construction and Management (DFCM) for:

**SMITHS COMPUTER CENTER LABORATORY RE-LIGHTING**  
**DIXIE STATE COLLEGE, ST. GEORGE, UTAH**  
**DFCM PROJECT NO: 06120640**

<u>Company</u>	<u>Contact</u>	<u>Fax</u>
Rich Electric	Rich McAuther	435-673-9016
Filice Electric	Tony Filice	435-574-0080
Wilde Electric	Kerry Wilde	435-673-3886
K.V. Electric		435-673-4731

Bids will be in accordance with the Contract Documents that will be available on December 6, 2006, and distributed in hard copies **or** electronic format only on CDs from DFCM, 4110 State Office Building, Salt Lake City, Utah and on the DFCM web page at <http://dfcm.utah.gov>. For questions regarding this project, please contact Jeff Reddoor, DFCM, at 801-971-9830. No others are to be contacted regarding this bidding process. The construction budget for this project is \$77,695.00.

A **mandatory** pre-bid meeting will be held at 11:00 AM on December 13, 2006 at Dixie College Smiths Computer Center. All bidders wishing to bid on this project are required to attend this meeting.

Bids will be received until the hour of 3:00 PM on December 20, 2006 at DFCM, 4110 State Office Building, Salt Lake City, Utah 84114. Bids will be opened and read aloud in the DFCM Conference Room, 4110 State Office Building, Salt Lake City, Utah. NOTE: Bids must be received at 4110 State Office Building by the specified time.

A bid bond in the amount of five percent (5%) of the bid amount, made payable to the Division of Facilities Construction and Management on DFCM's bid bond form, shall accompany the bid.

The Division of Facilities Construction and Management reserves the right to reject any or all bids or to waive any formality or technicality in any bid in the interest of DFCM.

DIVISION OF FACILITIES CONSTRUCTION AND MANAGEMENT  
Joanna Fisher, Contract Coordinator  
4110 State Office Building, Salt Lake City, Utah 84114

## **PROJECT DESCRIPTION**

Remove old lighting fixtures, replace with new fixtures, and lamps as per specs.

**PROJECT SCHEDULE**

**PROJECT NAME: Smiths Computer Center Laboratory Re-Lighting**  
**Dixie State College – St. George, Utah**  
**DFCM PROJECT NO. 06120640**

Event	Day	Date	Time	Place
Bidding Documents Available	Wednesday	December 6, 2006	10:00 AM	DFCM 4110 State Office Bldg SLC, UT or DFCM web site *
<b>Mandatory</b> Pre-bid Site Meeting	Wednesday	December 13, 2006	11:00 AM	Dixie College – Smiths Computer Center – St. George, Utah
Last Day to Submit Questions	Friday	December 15, 2006	2:00 PM	BNA Consulting 801-532-2196
Addendum Issued Responding to Questions (if needed)	Tuesday	December 19, 2006	3:00 PM	DFCM web site *
Prime Contractors Turn In Bid and Bid Bond / Bid Opening in DFCM Conference Room	Wednesday	December 20, 2006	3:00 PM	DFCM 4110 State Office Bldg SLC, UT
Sub-contractor List Due	Thursday	December 21, 2006	3:00 PM	DFCM 4110 State Office Bldg SLC, UT
Substantial Completion Date	Friday	March 23, 2007	5:00 PM	

\* DFCM's web site address is <http://dfcm.utah.gov>



STATE OF UTAH - DEPARTMENT OF ADMINISTRATIVE SERVICES

**Division of Facilities Construction and Management**

**DFCM**

## BID FORM

NAME OF BIDDER \_\_\_\_\_ DATE \_\_\_\_\_

To the Division of Facilities Construction and Management  
4110 State Office Building  
Salt Lake City, Utah 84114

The undersigned, responsive to the "Notice to Contractors" and in accordance with the "Instructions to Bidders", in compliance with your invitation for bids for the **Smiths Computer Center Laboratory Re-lighting – Dixie State College – St. George, Utah Project No. 06120640** and having examined the Contract Documents and the site of the proposed Work and being familiar with all of the conditions surrounding the construction of the proposed Project, including the availability of labor, hereby proposes to furnish all labor, materials and supplies as required for the Work in accordance with the Contract Documents as specified and within the time set forth and at the price stated below. This price is to cover all expenses incurred in performing the Work required under the Contract Documents of which this bid is a part:

I/We acknowledge receipt of the following Addenda: \_\_\_\_\_

For all work shown on the Drawings and described in the Specifications and Contract Documents, I/we agree to perform for the sum of:

\_\_\_\_\_ DOLLARS (\$\_\_\_\_\_) (In case of discrepancy, written amount shall govern)

I/We guarantee that the Work will be Substantially Complete by March 23, 2007, should I/we be the successful bidder, and agree to pay liquidated damages in the amount of **\$500.00** per day for each day after expiration of the Contract Time as stated in Article 3 of the Contractor's Agreement.

This bid shall be good for 45 days after bid opening.

Enclosed is a 5% bid bond, as required, in the sum of \_\_\_\_\_

The undersigned Contractor's License Number for Utah is \_\_\_\_\_.

Upon receipt of notice of award of this bid, the undersigned agrees to execute the contract within ten (10) days, unless a shorter time is specified in the Contract Documents, and deliver acceptable Performance and Payment bonds in the prescribed form in the amount of 100% of the Contract Sum for faithful performance of the contract.

The Bid Bond attached, in the amount not less than five percent (5%) of the above bid sum, shall become the property of the Division of Facilities Construction and Management as liquidated damages for delay and additional expense caused thereby in the event that the contract is not executed and/or acceptable 100% Performance and Payment bonds are not delivered within the time set forth.

Type of Organization:

\_\_\_\_\_  
(Corporation, Partnership, Individual, etc.)

Any request and information related to Utah Preference Laws:

\_\_\_\_\_

Respectfully submitted,

\_\_\_\_\_  
Name of Bidder

ADDRESS:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

# INSTRUCTIONS TO BIDDERS

## 1. Drawings and Specifications, Other Contract Documents

Drawings and Specifications, as well as other available Contract Documents, may be obtained as stated in the Invitation to Bid.

## 2. Bids

Before submitting a bid, each contractor shall carefully examine the Contract Documents, shall visit the site of the Work; shall fully inform themselves as to all existing conditions and limitations; and shall include in the bid the cost of all items required by the Contract Documents. If the bidder observes that portions of the Contract Documents are at variance with applicable laws, building codes, rules, regulations or contain obvious erroneous or uncoordinated information, the bidder shall promptly notify the DFCM Representative and the necessary changes shall be accomplished by Addendum.

The bid, bearing original signatures, must be typed or handwritten in ink on the Bid Form provided in the procurement documents and submitted in a sealed envelope at the location specified by the Invitation to Bid prior to the deadline for submission of bids.

Bid bond security, in the amount of five percent (5%) of the bid, made payable to the Division of Facilities Construction and Management, shall accompany bid. **THE BID BOND MUST BE ON THE BID BOND FORM PROVIDED IN THE PROCUREMENT DOCUMENTS IN ORDER TO BE CONSIDERED AN ACCEPTABLE BID.**

If the bid bond security is submitted on a bid bond form other than DFCM's required bid bond form, and the bid security meets all other legal requirements, the bidder will be allowed to provide an acceptable bid bond by the close of business on the next business day following notification by DFCM of submission of a defective bid bond security. **NOTE: A cashier's check cannot be used as a substitute for a bid bond.**

## 3. Contract and Bond

The Contractor's Agreement will be in the form found in the specifications. The Contract Time will be as indicated in the bid. The successful bidder, simultaneously with the execution of the Contract Agreement, will be required to furnish a performance bond and a payment bond, both bearing original signatures, upon the forms provided in the procurement documents. The performance and payment bonds shall be for an amount equal to one hundred percent (100%) of the contract sum and secured from a company that meets the requirements specified in the requisite forms. Any bonding requirements for subcontractors will be specified in the Supplementary General Conditions.



**4. Listing of Subcontractors**

Listing of Subcontractors shall be as summarized in the “Instructions and Subcontractor’s List Form”, which are included as part of these Contract Documents. The Subcontractors List shall be delivered to DFCM or faxed to DFCM at (801)538-3677 within 24 hours of the bid opening. Requirements for listing additional subcontractors will be listed in the Contract Documents.

DFCM retains the right to audit or take other steps necessary to confirm compliance with requirements for the listing and changing of subcontractors. Any contractor who is found to not be in compliance with these requirements is subject to a debarment hearing and may be debarred from consideration for award of contracts for a period of up to three years.

**5. Interpretation of Drawings and Specifications**

If any person or entity contemplating submitting a bid is in doubt as to the meaning of any part of the drawings, specifications or other Contract Documents, such person shall submit to the DFCM Project Manager a request for an interpretation thereof. The person or entity submitting the request will be responsible for its prompt delivery. Any interpretation of the proposed documents will be made only by addenda posted on DFCM’s web site at <http://dfcm.utah.gov>. Neither the DFCM nor A/E will be responsible for any other explanations or interpretations of the proposed documents. A/E shall be deemed to refer to the architect or engineer hired by DFCM as the A/E or Consultant for the Project.

**6. Addenda**

Addenda will be posted on DFCM’s web site at <http://dfcm.utah.gov>. Contractors are responsible for obtaining information contained in each addendum from the web site. Addenda issued prior to the submittal deadline shall become part of the bidding process and must be acknowledged on the bid form. Failure to acknowledge addenda may result in disqualification from bidding.

**7. Award of Contract**

The Contract will be awarded as soon as possible to the lowest, responsive and responsible bidder, based on the lowest combination of base bid and acceptable prioritized alternates, provided the bid is reasonable, is in the interests of the State of Utah to accept and after applying the Utah Preference Laws in U.C.A. Title 63, Chapter 56. DFCM reserves the right to waive any technicalities or formalities in any bid or in the bidding. Alternates will be accepted on a prioritized basis with Alternate 1 being highest priority, Alternate 2 having second priority, etc.

**8. DFCM Contractor Performance Rating**

As a contractor completes each DFCM project, DFCM, the architect/engineer and the using agency will evaluate project performance based on the enclosed “DFCM Contractor Performance Rating” form. The ratings issued on this project will not affect this project but may affect the award on future projects.

**9. Licensure**

The Contractor shall comply with and require all of its subcontractors to comply with the license laws as required by the State of Utah.

**10. Right to Reject Bids**

DFCM reserves the right to reject any or all Bids.

**11. Time is of the Essence**

Time is of the essence in regard to all the requirements of the Contract Documents.

**12. Withdrawal of Bids**

Bids may be withdrawn on written request received from bidder prior to the time fixed for opening. Negligence on the part of the bidder in preparing the bid confers no right for the withdrawal of the bid after it has been opened.

**13. Product Approvals**

Where reference is made to one or more proprietary products in the Contract Documents, but restrictive descriptive materials of one or more manufacturer(s) is referred to in the Contract Documents, the products of other manufacturers will be accepted, provided they equal or exceed the standards set forth in the drawings and specifications and are compatible with the intent and purpose of the design, subject to the written approval of the A/E. Such written approval must occur prior to the deadline established for the last scheduled addenda to be issued. The A/E's written approval will be in an issued addendum. If the descriptive material is not restrictive, the products of other manufacturers specified will be accepted without prior approval provided they are compatible with the intent and purpose of the design as determined by the A/E.

**14. Financial Responsibility of Contractors, Subcontractors and Sub-subcontractors**

Contractors shall respond promptly to any inquiry in writing by DFCM to any concern of financial responsibility of the contractor, subcontractor or sub-subcontractor.

**15. Debarment**

By submitting a bid, the Contractor certifies that neither it nor its principals, including project and site managers, have been, or are under consideration for, debarment or suspension, or any action that would exclude such from participation in a construction contract by any governmental department or agency. If the Contractor cannot certify this statement, attach to the bid a detailed written explanation which must be reviewed and approved by DFCM as part of the requirements for award of the Project.

## BID BOND

(Title 63, Chapter 56, U. C. A. 1953, as Amended)

### KNOW ALL PERSONS BY THESE PRESENTS:

That \_\_\_\_\_ hereinafter referred to as the "Principal," and \_\_\_\_\_, a corporation organized and existing under the laws of the State of \_\_\_\_\_, with its principal office in the City of \_\_\_\_\_ and authorized to transact business in this State and U. S. Department of the Treasury Listed, (Circular 570, Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies); hereinafter referred to as the "Surety," are held and firmly bound unto the STATE OF UTAH, hereinafter referred to as the "Obligee," in the amount of \$ \_\_\_\_\_ (5% of the accompanying bid), being the sum of this Bond to which payment the Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

**THE CONDITION OF THIS OBLIGATION IS SUCH** that whereas the Principal has submitted to Obligee the accompanying bid incorporated by reference herein, dated as shown, to enter into a contract in writing for the \_\_\_\_\_ Project.

**NOW, THEREFORE, THE CONDITION OF THE ABOVE OBLIGATION IS SUCH**, that if the said principal does not execute a contract and give bond to be approved by the Obligee for the faithful performance thereof within ten (10) days after being notified in writing of such contract to the principal, then the sum of the amount stated above will be forfeited to the State of Utah as liquidated damages and not as a penalty; if the said principal shall execute a contract and give bond to be approved by the Obligee for the faithful performance thereof within ten (10) days after being notified in writing of such contract to the Principal, then this obligation shall be null and void. It is expressly understood and agreed that the liability of the Surety for any and all defaults of the Principal hereunder shall be the full penal sum of this Bond. The Surety, for value received, hereby stipulates and agrees that obligations of the Surety under this Bond shall be for a term of sixty (60) days from actual date of the bid opening.

**PROVIDED, HOWEVER**, that this Bond is executed pursuant to provisions of Title 63, Chapter 56, Utah Code Annotated, 1953, as amended, and all liabilities on this Bond shall be determined in accordance with said provisions to same extent as if it were copied at length herein.

**IN WITNESS WHEREOF**, the above bounden parties have executed this instrument under their several seals on the date indicated below, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**Principal's name and address (if other than a corporation):**

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

**Principal's name and address (if a corporation):**

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_  
(Affix Corporate Seal)

**Surety's name and address:**

\_\_\_\_\_  
\_\_\_\_\_

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) ss.

By: \_\_\_\_\_  
Attorney-in-Fact (Affix Corporate Seal)

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, personally appeared before me \_\_\_\_\_, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who, being by me duly sworn, did say that he/she is the Attorney-in-fact of the above-named Surety Company, and that he/she is duly authorized to execute the same and has complied in all respects with the laws of Utah in reference to becoming sole surety upon bonds, undertakings and obligations, and that he/she acknowledged to me that as Attorney-in-fact executed the same.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

My Commission Expires: \_\_\_\_\_

Resides at: \_\_\_\_\_

Agency: \_\_\_\_\_  
Agent: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

NOTARY PUBLIC

Approved As To Form: May 25, 2005  
By Alan S. Bachman, Asst Attorney General

**Division of Facilities Construction and****INSTRUCTIONS AND SUBCONTRACTORS LIST FORM**

The three low bidders, as well as all other bidders that desire to be considered, are required by law to submit to DFCM within 24 hours of bid opening a list of **ALL** first-tier subcontractors, including the subcontractor's name, bid amount and other information required by Building Board Rule and as stated in these Contract Documents, on the following basis:

**PROJECTS UNDER \$500,000 - ALL SUBS \$20,000 OR OVER MUST BE LISTED**  
**PROJECTS \$500,000 OR MORE - ALL SUBS \$35,000 OR OVER MUST BE LISTED**

- Any additional subcontractors identified in the bid documents shall also be listed.
- The DFCM Director may not consider any bid submitted by a bidder if the bidder fails to submit a subcontractor list meeting the requirements of State law.
- List subcontractors for base bid as well as the impact on the list that the selection of any alternate may have.
- Bidder may not list more than one subcontractor to perform the same work.
- Bidder must list "Self" if performing work itself.

**LICENSURE:**

The subcontractor's name, the type of work, the subcontractor's bid amount, and the subcontractor's license number as issued by DOPL, if such license is required under Utah Law, shall be listed. Bidder shall certify that all subcontractors, required to be licensed, are licensed as required by State law. A subcontractor includes a trade contractor or specialty contractor and does not include suppliers who provide only materials, equipment, or supplies to a contractor or subcontractor.

**BIDDER LISTING 'SELF' AS PERFORMING THE WORK:**

Any bidder that is properly licensed for the particular work and intends to perform that work itself in lieu of a subcontractor that would otherwise be required to be on the subcontractor list, must insert the term 'Self' for that category on the subcontractor list form. Any listing of 'Self' on the sublist form shall also include the amount allocated for that work.

**'SPECIAL EXCEPTION':**

A bidder may list 'Special Exception' in place of a subcontractor when the bidder intends to obtain a subcontractor to perform the work at a later date because the bidder was unable to obtain a qualified or reasonable bid under the provisions of U.C.A. Section 63A-5-208(4). The bidder shall insert the term 'Special Exception' for that category of work, and shall provide documentation with the subcontractor list describing the bidder's efforts to obtain a bid of a qualified subcontractor at a reasonable cost and why the bidder was unable to obtain a qualified subcontractor bid. The Director must find that the bidder complied in good faith with State law requirements for any 'Special Exception' designation, in order for the bid to be considered. If awarded the contract, the Director shall supervise the bidder's efforts to obtain a qualified subcontractor bid. The amount of the awarded contract may not be adjusted to reflect the actual amount of the subcontractor's bid. Any listing of 'Special Exception' on the sublist form shall also include amount allocated for that work.

**INSTRUCTIONS AND SUBCONTRACTORS LIST FORM**  
**Page No. 2**

**GROUND FOR DISQUALIFICATION:**

The Director may not consider any bid submitted by a bidder if the bidder fails to submit a subcontractor list meeting the requirements of State law. Director may withhold awarding the contract to a particular bidder if one or more of the proposed subcontractors are considered by the Director to be unqualified to do the Work or for such other reason in the best interest of the State of Utah. Notwithstanding any other provision in these instructions, if there is a good faith error on the sublist form, at the sole discretion of the Director, the Director may provide notice to the contractor and the contractor shall have 24 hours to submit the correction to the Director. If such correction is submitted timely, then the sublist requirements shall be considered met.

**CHANGES OF SUBCONTRACTORS SPECIFICALLY IDENTIFIED ON SUBLIST FORM:**

Subsequent to twenty-four hours after the bid opening, the contractor may change its listed subcontractors only after receiving written permission from the Director based on complying with all of the following criteria.

- (1) The contractor has established in writing that the change is in the best interest of the State and that the contractor establishes an appropriate reason for the change, which may include, but not is not limited to, the following reasons: the original subcontractor has failed to perform, or is not qualified or capable of performing, and/or the subcontractor has requested in writing to be released.
- (2) The circumstances related to the request for the change do not indicate any bad faith in the original listing of the subcontractors.
- (3) Any requirement set forth by the Director to ensure that the process used to select a new subcontractor does not give rise to bid shopping.
- (4) Any increase in the cost of the subject subcontractor work is borne by the contractor.
- (5) Any decrease in the cost of the subject subcontractor work shall result in a deductive change order being issued for the contract for such decreased amount.
- (6) The Director will give substantial weight to whether the subcontractor has consented in writing to being removed unless the Contractor establishes that the subcontractor is not qualified for the work.

**EXAMPLE:**

Example of a list where there are only four subcontractors:

TYPE OF WORK	SUBCONTRACTOR, "SELF" OR "SPECIAL EXCEPTION"	SUBCONTRACTOR BID AMOUNT	CONT. LICENSE #
ELECTRICAL	ABCD Electric Inc.	\$350,000.00	123456789000
LANDSCAPING	"Self"	300,000.00	123456789000
CONCRETE (ALTERNATE #1)	XYZ Concrete Inc	298,000.00	987654321000
MECHANICAL	"Special Exception" (attach documentation)	Fixed at: 350,000.00	(TO BE PROVIDED AFTER OBTAINING SUBCONTRACTOR)

**PURSUANT TO STATE LAW - SUBCONTRACTOR BID AMOUNTS CONTAINED IN THIS  
SUBCONTRACTOR LIST SHALL NOT BE DISCLOSED UNTIL THE CONTRACT HAS BEEN AWARDED.**

**SUBCONTRACTORS LIST**

FAX TO 801-538-3677

PROJECT TITLE: \_\_\_\_\_

Caution: You must read and comply fully with instructions.

TYPE OF WORK	SUBCONTRACTOR, "SELF" OR "SPECIAL EXCEPTION"	SUBCONTRACTOR BID AMOUNT	CONT. LICENSE #

We certify that:

1. This list includes all subcontractors as required by the instructions, including those related to the base bid as well as any alternates.
2. We have listed "Self" or "Special Exception" in accordance with the instructions.
3. All subcontractors are appropriately licensed as required by State law.

FIRM: \_\_\_\_\_

DATE: \_\_\_\_\_

SIGNED BY: \_\_\_\_\_

**NOTICE:** FAILURE TO SUBMIT THIS FORM, PROPERLY COMPLETED AND SIGNED, AS REQUIRED IN THESE CONTRACT DOCUMENTS, SHALL BE GROUNDS FOR DFCMS REFUSAL TO ENTER INTO A WRITTEN CONTRACT WITH BIDDER. ACTION MAY BE TAKEN AGAINST BIDDERS BID BOND AS DEEMED APPROPRIATE BY DFCM. ATTACH A SECOND PAGE IF NECESSARY.

# **FUGITIVE DUST PLAN**

The Contractor will fill out the form and file the original with the Division of Air Quality and a copy of the form with the Division of Facilities Construction & Management, prior to the issuance of any notice to proceed.

The Contractor will be fully responsible for compliance with the Fugitive Dust Control Plan, including the adequacy of the plan, any damages, fines, liability, and penalty or other action that results from noncompliance.



**Utah Division of Air Quality**

*April 20, 1999*

**GUIDANCE THAT MUST BE CONSIDERED IN DEVELOPING AND SUBMITTING A  
DUST CONTROL PLAN FOR COMPLIANCE WITH R307-309-3, 4, 5, 6, 7**

Source Information:

1. Name of your operation (source): provide a name if the source is a construction site.
2. Address or location of your operation or construction site.
3. UTM coordinates or Longitude/Latitude of stationary emission points at your operation.
4. Lengths of the project, if temporary (time period).
5. Description of process (include all sources of dust and fugitive dust). Please, if necessary, use additional sheets of paper for this description. Be sure to mark it as an attachment.
6. Type of material processed or disturbed.
7. Amount of material processed (tons per year, tons per month, lbs./hr., and applicable units).

8. Destination of product (where will the material produced be used or transported, be specific, provide address or specific location), information needed for temporary relocation applicants.
9. Identify the individual who is responsible for the implementation and maintenance of fugitive dust control measures. List name(s), position(s) and telephone number(s).
10. List, and attach copies of any contract lease, liability agreement with other companies that may, or will, be responsible for dust control on site or on the project.

**Description of Fugitive Dust Emission Activities**  
**(Things to consider in addressing fugitive dust control strategies.)**

1. Type of activities (drilling and blasting, road construction, development construction, earth moving and excavation, handling and hauling materials, cleaning and leveling, etc).
2. List type of equipment generating the fugitive dust.
3. Diagram the location of each activity or piece of equipment on site. Please attach the diagram.
4. Provide pictures or drawings of each activity. Include a drawing of the unpaved/paved road network used to move loads “on” and “off” property.
5. Vehicle miles travels on unpaved roads associated with the activity (average speed).
6. Type of dust emitted at each source (coal, cement, sand, soil, clay, dust, etc.)
7. Estimate the size of the release area at which the activity occurs (square miles). For haul or dirt roads include total miles of road in use during the activity.

## **Description of Fugitive Dust Emission Controls on Site**

Control strategies must be designed to meet 20% opacity or less on site (a lesser opacity may be defined by Approval Order conditions or federal requirements such as NSPS), and control strategies must prevent exceeding 10% opacity from fugitive dust at the property boundary (site boundary) for compliance with R307-309-3.

1. Types of ongoing emission controls proposed for each activity, each piece of equipment, and haul roads.
2. Types of additional dust controls proposed for bare, exposed surfaces (chemical stabilization, synthetic cover, wind breaks, vegetative cover, etc).
3. Method of application of dust suppressant.
4. Frequency of application of dust suppressant.
5. Explain what triggers the use of a special control measure other than routine measures already in place, such as covered loads or measures covered by a permit condition (increase in opacity, high winds, citizen complaints, dry conditions, etc).
6. Explain in detail what control strategies/measures will be implemented off-hours, i.e., Saturdays/Sundays/Holidays, as well as 6 PM to 6 AM each day.

## **Description of Fugitive Dust Control Off-site**

Prevent, to the maximum extent possible, deposition of materials, which may create fugitive dust on public and private paved roads in compliance with R307-309-5, 6, 7.

1. Types of emission controls initiated by your operation that are in place “off” property (application of water, covered loads, sweeping roads, vehicle cleaning, etc.).
  
2. Proposed remedial controls that will be initiated promptly if materials, which may create fugitive dust, are deposited on public and private paved roads.

Submit the Dust Control Plan to:

Executive Secretary  
Utah Air Quality Board  
POB 144820  
15 North 1950 West  
Salt Lake City, Utah 84114-4820

Phone: (801) 536-4000  
FAX: (801) 536-4099

## **Fugitive Dust Control Plan Violation Report**

When a source is found in violation of R307-309-3 or in violation of the Fugitive Dust Control Plan, the source must submit a report to the Executive Secretary within 15 days after receiving a Notice of Violation. The report must include the following information:

1. Name and address of dust source.
2. Time and duration of dust episode.
3. Meteorological conditions during the dust episode.
4. Total number and type of fugitive dust activities and dust producing equipment within each operation boundary. If no change has occurred from the existing dust control plan, the source should state that the activity/equipment is the same.
5. Fugitive dust activities or dust producing equipment that caused a violation of R-307-309-3 or the source's dust control plan.
6. Reasons for failing to control dust from the dust generating activity or equipment.
7. New and/or additional fugitive dust control strategies necessary to achieve compliance with R307-309-3, 4, 5, 6, or 7.
8. If it can not be demonstrated that the current approved Dust Control Plan can result in compliance with R307-309-3 through 7, the Dust Control Plan must be revised so as to demonstrate compliance with 307-309-3 through 7. Within 30 days of receiving a fugitive dust Notice of Violation, the source must submit the revised Plan to the Executive Secretary for review and approval.

Submit the Dust Control Plan to:

Executive Secretary	Phone: (801) 536-4000
Utah Air Quality Board	FAX: (801) 536-4099
POB 144820	
15 North 1950 West	
Salt Lake City, Utah 84114-4820	

Attachments: DFCM Form FDR R-307-309, Rule 307-309

## CONTRACTOR'S AGREEMENT

FOR:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

THIS CONTRACTOR'S AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between the DIVISION OF FACILITIES CONSTRUCTION AND MANAGEMENT, hereinafter referred to as "DFCM", and \_\_\_\_\_, incorporated in the State of \_\_\_\_\_ and authorized to do business in the State of Utah, hereinafter referred to as "Contractor", whose address is \_\_\_\_\_.

WITNESSETH: WHEREAS, DFCM intends to have Work performed at \_\_\_\_\_.

WHEREAS, Contractor agrees to perform the Work for the sum stated herein.

NOW, THEREFORE, DFCM and Contractor for the consideration provided in this Contractor's Agreement, agree as follows:

**ARTICLE 1. SCOPE OF WORK.** The Work to be performed shall be in accordance with the Contract Documents prepared by \_\_\_\_\_ and entitled "\_\_\_\_\_"

The DFCM General Conditions ("General Conditions") dated May 25, 2005 on file at the office of DFCM and available on the DFCM website, are hereby incorporated by reference as part of this Agreement and are included in the specifications for this Project. All terms used in this Contractor's Agreement shall be as defined in the Contract Documents, and in particular, the General Conditions.

The Contractor Agrees to furnish labor, materials and equipment to complete the Work as required in the Contract Documents which are hereby incorporated by reference. It is understood and agreed by the parties hereto that all Work shall be performed as required in the Contract Documents and shall be subject to inspection and approval of DFCM or its authorized representative. The relationship of the Contractor to the DFCM hereunder is that of an independent Contractor.

**ARTICLE 2. CONTRACT SUM.** The DFCM agrees to pay and the Contractor agrees to accept in full performance of this Contractor's Agreement, the sum of \_\_\_\_\_ DOLLARS AND NO CENTS (\$\_\_\_\_\_.00), which is the base bid, and which sum also includes the cost of a 100% Performance Bond and a 100%

CONTRACTOR'S AGREEMENT  
PAGE NO. 2

Payment Bond as well as all insurance requirements of the Contractor. Said bonds have already been posted by the Contractor pursuant to State law. The required proof of insurance certificates have been delivered to DFCM in accordance with the General Conditions before the execution of this Contractor's Agreement.

**ARTICLE 3. TIME OF COMPLETION AND DELAY REMEDY.** The Work shall be Substantially Complete by \_\_\_\_\_. Contractor agrees to pay liquidated damages in the amount of \$\_\_\_\_\_ per day for each day after expiration of the Contract Time until the Contractor achieves Substantial Completion in accordance with the Contract Documents, if Contractor's delay makes the damages applicable. The provision for liquidated damages is: (a) to compensate the DFCM for delay only; (b) is provided for herein because actual damages can not be readily ascertained at the time of execution of this Contractor's Agreement; (c) is not a penalty; and (d) shall not prevent the DFCM from maintaining Claims for other non-delay damages, such as costs to complete or remedy defective Work.

No action shall be maintained by the Contractor, including its or Subcontractor or suppliers at any tier, against the DFCM or State of Utah for damages or other claims due to losses attributable to hindrances or delays from any cause whatsoever, including acts and omissions of the DFCM or its officers, employees or agents, except as expressly provided in the General Conditions. The Contractor may receive a written extension of time, signed by the DFCM, in which to complete the Work under this Contractor's Agreement in accordance with the General Conditions.

**ARTICLE 4. CONTRACT DOCUMENTS.** The Contract Documents consist of this Contractor's Agreement, the Conditions of the Contract (DFCM General Conditions, Supplementary and other Conditions), the Drawings, Specifications, Addenda and Modifications. The Contract Documents shall also include the bidding documents, including the Invitation to Bid, Instructions to Bidders/ Proposers and the Bid/Proposal, to the extent not in conflict therewith and other documents and oral presentations that are documented as an attachment to the contract.

All such documents are hereby incorporated by reference herein. Any reference in this Contractor's Agreement to certain provisions of the Contract Documents shall in no way be construed as to lessen the importance or applicability of any other provisions of the Contract Documents.

**ARTICLE 5. PAYMENT.** The DFCM agrees to pay the Contractor from time to time as the Work progresses, but not more than once each month after the date of Notice to Proceed, and only upon Certificate of the A/E for Work performed during the preceding calendar month, ninety-five percent (95%) of the value of the labor performed and ninety-five percent (95%) of the value of materials furnished in place or on the site. The Contractor agrees to furnish to the DFCM invoices for materials purchased and on the site but not installed, for which the Contractor requests payment and agrees to



CONTRACTOR'S AGREEMENT  
PAGE NO. 3

safeguard and protect such equipment or materials and is responsible for safekeeping thereof and if such be stolen, lost or destroyed, to replace same.

Such evidence of labor performed and materials furnished as the DFCM may reasonably require shall be supplied by the Contractor at the time of request for Certificate of Payment on account. Materials for which payment has been made cannot be removed from the job site without DFCM's written approval. Five percent (5%) of the earned amount shall be retained from each monthly payment. The retainage, including any additional retainage imposed and the release of any retainage, shall be in accordance with UCA 13-8-5 as amended. Contractor shall also comply with the requirements of UCA 13-8-5, including restrictions of retainage regarding subcontractors and the distribution of interest earned on the retention proceeds. The DFCM shall not be responsible for enforcing the Contractor's obligations under State law in fulfilling the retention law requirements with subcontractors at any tier.

**ARTICLE 6. INDEBTEDNESS.** Before final payment is made, the Contractor must submit evidence satisfactory to the DFCM that all payrolls, materials bills, subcontracts at any tier and outstanding indebtedness in connection with the Work have been properly paid. Final Payment will be made after receipt of said evidence, final acceptance of the Work by the DFCM as well as compliance with the applicable provisions of the General Conditions.

Contractor shall respond immediately to any inquiry in writing by DFCM as to any concern of financial responsibility and DFCM reserves the right to request any waivers, releases or bonds from Contractor in regard to any rights of Subcontractors (including suppliers) at any tier or any third parties prior to any payment by DFCM to Contractor.

**ARTICLE 7. ADDITIONAL WORK.** It is understood and agreed by the parties hereto that no money will be paid to the Contractor for additional labor or materials furnished unless a new contract in writing or a Modification hereof in accordance with the General Conditions and the Contract Documents for such additional labor or materials has been executed. The DFCM specifically reserves the right to modify or amend this Contractor's Agreement and the total sum due hereunder either by enlarging or restricting the scope of the Work.

**ARTICLE 8. INSPECTIONS.** The Work shall be inspected for acceptance in accordance with the General Conditions.

**ARTICLE 9. DISPUTES.** Any dispute, PRE or Claim between the parties shall be subject to the provisions of Article 7 of the General Conditions. DFCM reserves all rights to pursue its rights and remedies as provided in the General Conditions.

**ARTICLE 10. TERMINATION, SUSPENSION OR ABANDONMENT.** This Contractor's Agreement may be terminated, suspended or abandoned in accordance with the General Conditions.

**ARTICLE 11. DFCM'S RIGHT TO WITHHOLD CERTAIN AMOUNT AND MAKE USE THEREOF.** The DFCM may withhold from payment to the Contractor such amount as, in DFCM's judgment, may be necessary to pay just claims against the Contractor or Subcontractor at any tier for labor and services rendered and materials furnished in and about the Work. The DFCM may apply such withheld amounts for the payment of such claims in DFCM's discretion. In so doing, the DFCM shall be deemed the agent of Contractor and payment so made by the DFCM shall be considered as payment made under this Contractor's Agreement by the DFCM to the Contractor. DFCM shall not be liable to the Contractor for any such payment made in good faith. Such withholdings and payments may be made without prior approval of the Contractor and may be also be prior to any determination as a result of any dispute, PRE, Claim or litigation.

**ARTICLE 12. INDEMNIFICATION.** The Contractor shall comply with the indemnification provisions of the General Conditions.

**ARTICLE 13. SUCCESSORS AND ASSIGNMENT OF CONTRACT.** The DFCM and Contractor, respectively bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement, and to partners, successors, assigns and legal representatives of such other party with respect to all covenants, provisions, rights and responsibilities of this Contractor's Agreement. The Contractor shall not assign this Contractor's Agreement without the prior written consent of the DFCM, nor shall the Contractor assign any moneys due or to become due as well as any rights under this Contractor's Agreement, without prior written consent of the DFCM.

**ARTICLE 14. RELATIONSHIP OF THE PARTIES.** The Contractor accepts the relationship of trust and confidence established by this Contractor's Agreement and covenants with the DFCM to cooperate with the DFCM and A/E and use the Contractor's best skill, efforts and judgment in furthering the interest of the DFCM; to furnish efficient business administration and supervision; to make best efforts to furnish at all times an adequate supply of workers and materials; and to perform the Work in the best and most expeditious and economic manner consistent with the interests of the DFCM.

**ARTICLE 15. AUTHORITY TO EXECUTE AND PERFORM AGREEMENT.** Contractor and DFCM each represent that the execution of this Contractor's Agreement and the performance thereunder is within their respective duly authorized powers.

**ARTICLE 16. ATTORNEY FEES AND COSTS.** Except as otherwise provided in the dispute resolution provisions of the General Conditions, the prevailing party shall be entitled to reasonable attorney fees and costs incurred in any action in the District Court and/or appellate body to enforce this Contractor's Agreement or recover damages or any other action as a result of a breach thereof.

CONTRACTOR'S AGREEMENT  
PAGE NO. 5

**IN WITNESS WHEREOF**, the parties hereto have executed this Contractor's Agreement on the day and year stated hereinabove.

**CONTRACTOR:** \_\_\_\_\_

\_\_\_\_\_  
Signature Date

Title: \_\_\_\_\_

State of \_\_\_\_\_ )  
County of \_\_\_\_\_ )

\_\_\_\_\_  
Please type/print name clearly

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared before me, \_\_\_\_\_, whose identity is personally known to me (or proved to me on the basis of satisfactory evidence) and who by me duly sworn (or affirmed), did say that he (she) is the \_\_\_\_\_ (title or office) of the firm and that said document was signed by him (her) in behalf of said firm.

(SEAL)

\_\_\_\_\_  
**Notary Public**

My Commission Expires \_\_\_\_\_

APPROVED AS TO AVAILABILITY  
OF FUNDS:

\_\_\_\_\_  
David D. Williams, Jr. Date  
DFCM Administrative Services Director

**DIVISION OF FACILITIES  
CONSTRUCTION AND MANAGEMENT**

\_\_\_\_\_  
- Manager Date  
Capital Development/Improvements

APPROVED AS TO FORM:  
ATTORNEY GENERAL  
November 30, 2006  
By: Alan S. Bachman  
Asst Attorney General

APPROVED FOR EXPENDITURE:  
\_\_\_\_\_  
Division of Finance Date

**PERFORMANCE BOND**  
(Title 63, Chapter 56, U. C. A. 1953, as Amended)

That \_\_\_\_\_ hereinafter referred to as the "Principal" and \_\_\_\_\_, a corporation organized and existing under the laws of the State of \_\_\_\_\_, with its principal office in the City of \_\_\_\_\_ and authorized to transact business in this State and U. S. Department of the Treasury Listed (Circular 570, Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies); hereinafter referred to as the "Surety," are held and firmly bound unto the State of Utah, hereinafter referred to as the "Obligee," in the amount of \_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_) for the payment whereof, the said Principal and Surety bind themselves and their heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

**WHEREAS**, the Principal has entered into a certain written Contract with the Obligee, dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, to construct \_\_\_\_\_ in the County of \_\_\_\_\_, State of Utah, Project No. \_\_\_\_\_, for the approximate sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_), which Contract is hereby incorporated by reference herein.

**NOW, THEREFORE**, the condition of this obligation is such that if the said Principal shall faithfully perform the Contract in accordance with the Contract Documents including, but not limited to, the Plans, Specifications and conditions thereof, the one year performance warranty, and the terms of the Contract as said Contract may be subject to Modifications or changes, then this obligation shall be void; otherwise it shall remain in full force and effect.

No right of action shall accrue on this bond to or for the use of any person or corporation other than the state named herein or the heirs, executors, administrators or successors of the Owner.

The parties agree that the dispute provisions provided in the Contract Documents apply and shall constitute the sole dispute procedures of the parties.

**PROVIDED, HOWEVER**, that this Bond is executed pursuant to the Provisions of Title 63, Chapter 56, Utah Code Annotated, 1953, as amended, and all liabilities on this Bond shall be determined in accordance with said provisions to the same extent as if it were copied at length herein.

**IN WITNESS WHEREOF**, the said Principal and Surety have signed and sealed this instrument this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**WITNESS OR ATTESTATION:**

\_\_\_\_\_

**PRINCIPAL:**

\_\_\_\_\_

By: \_\_\_\_\_  
(Seal)

Title: \_\_\_\_\_

**WITNESS OR ATTESTATION:**

\_\_\_\_\_

**SURETY:**

\_\_\_\_\_

By: \_\_\_\_\_  
Attorney-in-Fact (Seal)

STATE OF \_\_\_\_\_ )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared before me \_\_\_\_\_, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who, being by me duly sworn, did say that he/she is the Attorney in-fact of the above-named Surety Company and that he/she is duly authorized to execute the same and has complied in all respects with the laws of Utah in reference to becoming sole surety upon bonds, undertakings and obligations, and that he/she acknowledged to me that as Attorney-in-fact executed the same.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

My commission expires: \_\_\_\_\_

Resides at: \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

**Agency:** \_\_\_\_\_  
**Agent:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_

Approved As To Form: May 25, 2005  
By Alan S. Bachman, Asst Attorney General

# PAYMENT BOND

(Title 63, Chapter 56, U. C. A. 1953, as Amended)

## KNOW ALL PERSONS BY THESE PRESENTS:

That \_\_\_\_\_ hereinafter referred to as the "Principal," and \_\_\_\_\_, a corporation organized and existing under the laws of the State of \_\_\_\_\_ authorized to do business in this State and U. S. Department of the Treasury Listed (Circular 570, Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies); with its principal office in the City of \_\_\_\_\_, hereinafter referred to as the "Surety," are held and firmly bound unto the State of Utah hereinafter referred to as the "Obligee," in the amount of \_\_\_\_\_ Dollars (\$) for the payment whereof, the said Principal and Surety bind themselves and their heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

**WHEREAS**, the Principal has entered into a certain written Contract with the Obligee, dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, to construct \_\_\_\_\_ in the County of \_\_\_\_\_, State of Utah, Project No. \_\_\_\_\_ for the approximate sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_), which contract is hereby incorporated by reference herein.

**NOW, THEREFORE**, the condition of this obligation is such that if the said Principal shall pay all claimants supplying labor or materials to Principal or Principal's Subcontractors in compliance with the provisions of Title 63, Chapter 56, of Utah Code Annotated, 1953, as amended, and in the prosecution of the Work provided for in said Contract, then, this obligation shall be void; otherwise it shall remain in full force and effect.

That said Surety to this Bond, for value received, hereby stipulates and agrees that no changes, extensions of time, alterations or additions to the terms of the Contract or to the Work to be performed thereunder, or the specifications or drawings accompanying same shall in any way affect its obligation on this Bond, and does hereby waive notice of any such changes, extensions of time, alterations or additions to the terms of the Contract or to the Work or to the specifications or drawings and agrees that they shall become part of the Contract Documents.

**PROVIDED, HOWEVER**, that this Bond is executed pursuant to the provisions of Title 63, Chapter 56, Utah Code Annotated, 1953, as amended, and all liabilities on this Bond shall be determined in accordance with said provisions to the same extent as if it were copied at length herein.

**IN WITNESS WHEREOF**, the said Principal and Surety have signed and sealed this instrument this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

## WITNESS OR ATTESTATION:

\_\_\_\_\_

## PRINCIPAL:

\_\_\_\_\_

By: \_\_\_\_\_ (Seal)

Title: \_\_\_\_\_

## WITNESS OR ATTESTATION:

\_\_\_\_\_

## SURETY:

\_\_\_\_\_

By: \_\_\_\_\_ Attorney-in-Fact (Seal)

STATE OF \_\_\_\_\_ )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared before me \_\_\_\_\_, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who, being by me duly sworn, did say that he/she is the Attorney-in-fact of the above-named Surety Company, and that he/she is duly authorized to execute the same and has complied in all respects with the laws of Utah in reference to becoming sole surety upon bonds, undertakings and obligations, and that he/she acknowledged to me that as Attorney-in-fact executed the same.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My commission expires: \_\_\_\_\_

Resides at: \_\_\_\_\_

NOTARY PUBLIC

Agency: \_\_\_\_\_  
Agent: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

Approved As To Form: May 25, 2005  
By Alan S. Bachman, Asst Attorney General



## Division of Facilities Construction and Management

## CHANGE ORDER # \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

AGENCY OR INSTITUTION: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

PROJECT NUMBER: \_\_\_\_\_

CONTRACT NUMBER: \_\_\_\_\_

ARCHITECT: \_\_\_\_\_

DATE: \_\_\_\_\_

CONSTRUCTION CHANGE DIRECTIVE NO.	PROPOSAL REQUEST NO.	AMOUNT		DAYS	
		INCREASE	DECREASE	INCREASE	DECREASE

	Amount	Days	Date
ORIGINAL CONTRACT			
TOTAL PREVIOUS CHANGE ORDERS			
TOTAL THIS CHANGE ORDER			
ADJUSTED CONTRACT			

DFCM and Contractor agree that the terms, contract sum, scope of the Work and time specified in this Change Order shall constitute the full accord and satisfaction, and complete adjustment to the Contract and includes all direct and indirect costs and effects related to, incidental to, and/or reasonably implied from such change in the contract terms, sum, scope of the Work and time.

Contractor: \_\_\_\_\_

Date

Architect/Engineer: \_\_\_\_\_

Date

Agency or Institution: \_\_\_\_\_

Date

DFCM: \_\_\_\_\_

Date

Funding Verification: \_\_\_\_\_

Date

Page \_\_\_\_ of \_\_\_\_ page(s)

30

**Division of Facilities Construction and Management****DFCM****CERTIFICATE OF SUBSTANTIAL COMPLETION**PROJECT \_\_\_\_\_ PROJECT NO: \_\_\_\_\_  
AGENCY/INSTITUTION \_\_\_\_\_

AREA ACCEPTED \_\_\_\_\_

The Work performed under the subject Contract has been reviewed on this date and found to be Substantially Completed as defined in the General Conditions; including that the construction is sufficiently completed in accordance with the Contract Documents, as modified by any change orders agreed to by the parties, so that the State of Utah can occupy the Project or specified area of the Project for the use for which it is intended.

The DFCM - (Owner) accepts the Project or specified area of the Project as Substantially Complete and will assume full possession of the Project or specified area of the Project at \_\_\_\_\_ (time) on \_\_\_\_\_ (date).

The DFCM accepts the Project for occupancy and agrees to assume full responsibility for maintenance and operation, including utilities and insurance, of the Project subject to the itemized responsibilities and/or exceptions noted below:

\_\_\_\_\_

\_\_\_\_\_

The Owner acknowledges receipt of the following closeout and transition materials:

☐ As-built Drawings    ☐ O & M Manuals    ☐ Warranty Documents    ☐ Completion of Training Requirements

A list of items to be completed or corrected (Punch List) is attached hereto. The failure to include an item on it does not alter the responsibility of the Contractor to complete all the Work in accordance with the Contract Documents, including authorized changes thereof. The amount of \_\_\_\_\_ (Twice the value of the punch list work) shall be retained to assure the completion of the punch list work.

The Contractor shall complete or correct the Work on the list of (Punch List) items appended hereto within \_\_\_\_\_ calendar days from the above date of issuance of this Certificate. The amount withheld pending completion of the list of items noted and agreed to shall be: \$ \_\_\_\_\_. If the list of items is not completed within the time allotted the Owner has the right to be compensated for the delays and/or complete the work with the help of independent contractor at the expense of the retained project funds. If the retained project funds are insufficient to cover the delay/completion damages, the Owner shall be promptly reimbursed for the balance of the funds needed to compensate the Owner.

\_\_\_\_\_ by: \_\_\_\_\_  
CONTRACTOR (include name of firm) (Signature) DATE

\_\_\_\_\_ by: \_\_\_\_\_  
A/E (include name of firm) (Signature) DATE

\_\_\_\_\_ by: \_\_\_\_\_  
USING INSTITUTION OR AGENCY (Signature) DATE

\_\_\_\_\_ by: \_\_\_\_\_  
DFCM (Owner) (Signature) DATE

4110 State Office Building, Salt Lake City, Utah 84114 cc:  
telephone 801-538-3018 • facsimile 801-538-3267 • <http://dfcm.utah.gov>

Parties Noted  
DFCM, Director

**DIXIE STATE COLLEGE**  
**SMITHS COMPUTER CENTER LABORATORY**  
**RE-LIGHTING**  
**STATE OF UTAH**  
**Division of Facilities Construction and Management**

**DFCM PROJECT NO. 06120640**



State of Utah—Department of Administrative Services

---

**DIVISION OF FACILITIES CONSTRUCTION  
AND MANAGEMENT**

4110 State Office Building / Salt Lake City, Utah 84114 / 538-3018

Date: September 2006

**BNA**CONSULTING



# **PROJECT MANUAL TABLE OF CONTENTS TECHNICAL SPECIFICATIONS**

## **DIVISION 1 – GENERAL**

Section 01010 – Summary of Work

## **DIVISION 16 – ELECTRICAL**

Section 16001 – General Provisions

Section 16070 – Electrical Connections for Equipment

Section 16080 – Demolition

Section 16110 – Conduit Raceways

Section 16120 – Conductors and Cables

Section 16135 – Electrical Boxes and Fittings

Section 16136 – Supporting Devices

Section 16452 – Grounding

Section 16510 – Interior Building Lighting

# **DIVISION 1 – GENERAL**

## **Section 01010 – Summary of Work**

## **SECTION 01010 - SUMMARY OF WORK**

### **PART 1 – GENERAL**

#### **1.1 RELATED DOCUMENTS:**

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions apply to work of this section.

#### **1.2 DESCRIPTION OF WORK:**

- A. The complete extent of electrical work is indicated on the drawings and described in the sections of the specifications. Provide all labor, materials, equipment, supervision, and service necessary for a complete upgraded lighting system within the main computer center area. Work includes, but is not limited to, the following:
  - 1. Submittals as specified
  - 2. Selective Demolition, cutting and patching
  - 3. Conduit and wire work
  - 4. Painting and restoration of building surfaces as required including newly installed raceways.
  - 5. Complete replacement and upgrade of computer laboratory lighting fixtures
  - 6. Project Coordination with owner and subcontractors
  - 7. Preparation of weekly work schedules
  - 8. Attendance of weekly progress meetings
  - 9. Complete system testing, pre-final and final
  - 10. Cleanup
  - 11. One year warranty on fixtures and ballasts, 90 days on installed lamps
  - 12. Complete Owner Manuals
  - 13. Architectural redline record drawings for any field modifications

#### **1.3 PREQUALIFICATIONS**

- A. All prime contractors and electrical contractors must be prequalified to bid according to the "Instructions to Bidders" document in the general conditions. No exceptions are allowed.

#### **1.4 CONTRACTOR USE OF THE PREMISES:**

- A. Contractor has use of the facilities during normal business hours pending approval of the weekly schedule by the owner. Noisy work and drilling work in some areas must be done after hours or weekends, and must be prescheduled. Some rooms will be occupied throughout, special scheduling may be necessary.
- B. Contractor shall keep all hallways, driveways, and rooms accessible as required.
- C. The owner reserves the right to utilize all existing building space during the construction operations, provided that such occupancy does not interfere with completion of the work. Any areas that must be vacated to perform the work shall be requested on the weekly schedule, subject to approval of the owner.
- D. A small area sufficient for staging, deliveries, storage, will be available for the contractor's use in the area. If a trailer is utilized, the contractor is responsible for all temporary power/phone arrangements. Large trailers will not be allowed. Power and phone service

may not be readily available on staging site. Staging area and materials must be secure at all times. Protection and security of staging area is the contractor's responsibility.

- E. No machinery will be permitted to operate in the building. Conduit bending machines, conduit threading/ fitting and similar machinery shall be used outside only.

## 1.5 UNIT PRICING

- A. Provide unit pricing as indicated on the unit pricing form. The owner reserves the right to add or delete material, and all such adds or deletes that are similar to those described on the unit pricing form must follow the unit pricing given at the time of bid. The contractor shall guarantee the unit prices throughout the construction period only, through Substantial Completion. Items not specified on unit pricing shall be detailed on change order proposal, in detail, and shall be reviewed and negotiated by the Engineer/owner.

## PART 2 - PRODUCTS

- 2.1 All products must be readily available through local distributors.

## PART 3 - EXECUTION

### 3.1 REQUEST FOR PAYMENT

- A. Requests for payment shall be submitted to the Engineer for approval, no more than monthly. The payment requests shall be submitted with appropriate backup to show how far along the job has progressed, and with any subcontractor backup.

### 3.2 MODIFICATION PROCEDURES

- A. Owner or Engineer initiated Proposal Requests: A detailed proposal will be provided to the contractor showing proposed changes. The contractor shall price the changes, indicate any exceptions, make suggestions, and indicate impact on schedule to the Engineer for review. Unit pricing must be used where appropriate. Only upon written acceptance will the change become part of the Contract.
- B. Contractor initiated Change Requests: A detailed description of the change will be provided to the Engineer by the contractor for review and consideration. Only upon written agreement will the change become part of the Contract. The owner/Engineer reserve the right to interpret the drawings, and/or review the costs associated with the change to determine the appropriateness of the change. If the change request is found in any way to be part of the original contract agreement no change order will be issued, or the sum will be negotiated down accordingly.

END OF SECTION 01010

## **DIVISION 16 – ELECTRICAL**

- Section 16001 – General Provisions
- Section 16070 – Electrical Connections for Equipment
- Section 16080 – Demolition
- Section 16110 – Conduit Raceways
- Section 16120 – Conductors and Cables
- Section 16135 – Electrical Boxes and Fittings
- Section 16136 – Supporting Devices
- Section 16452 – Grounding
- Section 16510 – Interior Building Lighting

## SECTION 16001 - ELECTRICAL GENERAL PROVISIONS

### PART 1 – GENERAL

#### 1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.
- B. Architectural, Structural, Mechanical and other applicable documents are considered a part of the electrical documents insofar as they apply as if referred to in full.

#### 1.2 DESCRIPTION OF WORK:

- A. The extent of electrical work is indicated on drawings and/or specified in Division 16 sections of the specification. Provide all labor, materials, equipment, supervision and service necessary for a complete electrical system. Work includes, but is not necessarily limited to, the following items.

<u>ITEM</u>	<u>SECTION</u>
1. Electrical General Provisions	16001
2. Electrical Connections for Equipment	16070
3. Demolition	16080
4. Conduit Raceways	16110
5. Conductors and Cables	16120
6. Electrical Boxes and Fittings	16135
7. Supporting Devices	16136
8. Grounding	16452
9. Interior Building Lighting	16510

- B. Use of standard industry symbols together with the special symbols, notes, and instructions indicated on the drawings describe the work, materials, apparatus and systems required as a portion of this work.
- C. Visit the site during the bidding period to determine existing conditions affecting electrical and other work. All costs arising from site conditions and/or preparation shall be included in the base bid. No additional charges will be allowed due to inadequate site inspection.

#### 1.3 DEFINITION OF TERMS

- A. The following terms used in Division 16 documents are defined as follows:
  - 1. "Provide": Means furnish, install and connect, unless otherwise indicated.
  - 2. "Furnish": Means purchase and deliver to project site.
  - 3. "Install": Means to physically install the items in-place.
  - 4. "Connect": Means make final electrical connections for a complete operating piece of equipment.

#### 1.4 RELATED SECTIONS:

- A. Consult all other sections, determine the extent and character of related work and properly coordinate work specified herein with that specified elsewhere to produce a complete installation.
- B. General and Supplementary Conditions: Drawings and general provisions of contract and Division 1 of the Specifications, apply to all Division 16 sections.
- C. Miscellaneous Metal Work:
  - 1. Provide fittings, brackets, backing, supports, rods, welding and pipe as required for support and bracing of raceways, lighting fixtures, etc. See Division 5, Metals for material and installation requirements.
- D. Painting:
  - 1. Provide surface preparation, priming and finish coating as required for electrical cabinets, exposed conduit, pull and junction boxes, poles, surface metal raceways, etc. See Division 9, Finishes for material and installation requirements.
  - 2. Fire sprinkler alarm bells.
  - 3. Electric heat trace cable for domestic and industrial hot water piping systems.
  - 4. Electric heat trace cable for guttering, drainlines, etc.
  - 5. Anti-sweat heaters, fan coils, etc for walk-in coolers and freezers.
  - 6. Hand dryers, hair dryers.
  - 7. Dock levelers.

#### 1.5 INTERPRETATION OF DRAWINGS AND SPECIFICATIONS:

- A. Before bidding, Contractor shall familiarize himself with the drawings, specifications and project site. Submit requests for clarification to Architect/Engineer in writing prior to issuance of final addendum. After signing the contract, the Contractor shall meet the intent, purpose, and function of the Contract Documents. Any costs of materials, labor and equipment arising therefrom, to make each system complete and operable, is the responsibility of the Contractor.

#### 1.6 QUALITY ASSURANCE:

- A. Reference to codes, standards, specifications and recommendations of technical societies, trade organizations and governmental agencies refers to the latest edition of such publications adopted and published prior to submittal of the bid proposed, unless noted otherwise herein. Such codes or standards are considered a part of this specification as though fully repeated herein.
- B. When codes, standards, regulations, etc. allow work of lesser quality or extent than is specified under this Division, nothing in said codes shall be construed or inferred as reducing the quality, requirements or extent of the Drawings and Specifications. Perform work in accordance with applicable requirements of all governing codes, rules and regulations including the following minimum standards, whether statutory or not:
  - 1. National Electric Code (NEC).
  - 2. International Building Code (IBC).

3. International Fire Code (IFC).
4. International Mechanical Code (IMC).

C. Standards: Comply with the following standards where applicable for equipment and materials specified under this Division.

- |    |       |  |
|----|-------|--|
| 1. | UL    | Underwriters' Laboratories                     |
| 2. | ASTM  | American Society for Testing Materials         |
| 3. | CBN   | Certified Ballast Manufacturers                |
| 4. | IPCEA | Insulated Power Cable Engineers Association    |
| 5. | NEMA  | National Electrical Manufacturer's Association |
| 6. | ANSI  | American National Standards Institute          |
| 7. | ETL   | Electrical Testing Laboratories                |

D. All electrical apparatus furnished under this Section shall conform to (NEMA) standards and the NEC and bear the Underwriters' Laboratories (UL) label where such label is applicable.

E. Comply with requirements of State and Local Ordinances. If a conflict occurs between these requirements and the Contract Documents, the most stringent requirements shall govern. The Contractor accepts this responsibility upon submitting his bid, and no extra charge will be allowed after the contract is awarded. This shall not be construed as relieving the Contractor from complying with any requirements of the Contract Documents which may be in excess of the aforementioned requirements, and not contrary to same.

F. Obtain all permits, inspections, etc. required by authority having jurisdiction. Include all fees in bid. Furnish a certificate of approval to the Owner's Representative from the Inspection Authority at completion of the work.

G. Employ only qualified craftsmen with at least three years of experience. Workmanship shall be neat, have a good mechanical appearance and conform to best electrical construction practices. Provide a competent superintendent to direct the work at all times. Any person found incompetent shall be discharged from the project and replaced by satisfactory personnel.

H. Contractor shall have a current state contracting license applicable to type of work to be performed under this contract.

#### 1.7 SUBMITTALS:

##### A. SHOP DRAWINGS AND PRODUCT DATA:

1. After the Contract is awarded but prior to manufacture or installation of any equipment, prepare complete Shop Drawings and Brochures for materials and equipment as required by each section of the specification. Submit 8 complete sets for review. All sets of shop drawing material shall be bound. Prior to submission of the Shop Drawings and Project Data, review and certify that they are in compliance with the Contract Documents. Verify all dimensional information to insure proper clearance for installation of equipment. Check all materials and equipment after arrival on the job site and verify compliance with the Contract Documents. A minimum period of two weeks, exclusive of



transmittal time, will be required each time Shop Drawing and/or Brochure is submitted or resubmitted for review. This time period shall be considered by the Contractor when scheduling submittal data. If the shop drawings are rejected twice, the contractor shall reimburse the engineer the sum of \$200.00 for the third review and any additional reviews required.

2. Review of Shop Drawings and Brochures shall not relieve the Contractor of responsibility for dimensions and/or errors that may be contained therein, or deviations from the Contract Document's requirements. It shall be clearly understood that the noting of some errors but overlooking others does not grant the Contractor permission to proceed in error. Regardless of any information contained in the Shop Drawings and Brochures, the requirements of the Contract Document's shall govern and are not waived, or superseded in any way by the review of the Shop Drawings and Brochures.
3. Certifications shall be written or in the form of rubber stamp impressions as follows:
4. I hereby certify that this Shop Drawing and/or Brochure has been checked prior to submittal and that it complies in all respects with the requirements of the Contract Drawings and Specifications for this Project.

(Name of Electrical Subcontractor)

Signed\_\_\_\_\_.

Position\_\_\_\_\_ Date

5. Observe the following rules when submitting the Shop Drawings and Brochures.
  - a. Each Shop Drawing shall indicate in the lower right hand corner, and each Brochure shall indicate on the front cover the following: Title of the sheet or brochure, name and location of the building; names of the Architect and Electrical Engineer, Contractor, Subcontractors, Manufacturer, Supplier/Vendor, etc., date of submittal, and the date of correction and revision. Unless the above information is included the submittal will be returned for resubmittal.
  - b. Shop Drawings shall be done in an easily legible scale and shall contain sufficient plans, elevations, sections, and isometrics to clearly describe the equipment or apparatus, and its location. Drawings shall be prepared by an Engineer/Draftsmen skilled in this type of work. Shop Drawings shall be drawn to at least 1/4" = 1'0" scale.
  - c. Brochures to be submitted shall be published by the Manufacturers and shall contain complete and detailed engineering and dimensional information. Brochures submitted shall contain only information relevant to the particular equipment or materials to be furnished. The Contractor shall not submit catalogs which describe several different items in addition to those items to be used, unless all irrelevant information is

marked out, or unless relevant information is clearly marked. Brochures from each manufacturer shall be identified and submitted separately.

#### 1.8 OPERATION AND MAINTENANCE MANUALS:

- A. Provide operating instruction and maintenance data books for all equipment and materials furnished under this Division.
- B. Submit four copies of operating and maintenance data books for review at least four weeks before final review of the project. Assemble all data in a completely indexed volume or volumes and identify the size, model, and features indicated for each item. The binder (sized to the material) shall be a 2" slide lock unit (Wilson-Jones B3-367-44). The cover shall be engraved with the job title in 1/2" high letters and the name and address of the Contractor in 1/4" high letters. Provide the same information in 1/8" letters on the spine.
- C. Include complete cleaning and servicing data compiled in clearly and easily understandable form. Show serial numbers of each piece of equipment, complete lists of replacement parts, motor ratings, etc. Each unit shall have its own individual sheet. (Example: If two items of equipment A and D appear on the same sheet, an individual sheet shall be provided for each unit specified).
- D. Include the following information where applicable.
  - 1. Identifying name and mark number.
  - 2. Certified outline Drawings and Shop Drawings.
  - 3. Parts lists.
  - 4. Performance curves and data.
  - 5. Wiring diagrams.
  - 6. Light fixture schedule with the lamps and ballast data used on the project for all fixtures
  - 7. Manufacturer's recommended operating and maintenance instructions.
  - 8. Vendor's name and address for each item.
- E. The engineer shall review the manuals and when approved, will forward the manuals on to the architect. If the manuals are rejected twice, the contractor shall reimburse the engineer the sum of \$200.00 for each review afterwards.

#### 1.9 RECORD DRAWINGS:

- A. Maintain, on a daily basis, a complete set of "Record Drawings", reflecting an accurate record of work in accordance with the following:
  - 1. Show the complete routing and location of all feeders rated 100 amps and larger. Locate work buried below grade or under slab, work concealed above ceilings, and work in concealed spaces, dimensionally from fixed structural elements (not partition walls, etc.)
  - 2. Show the complete routing and location of all telecommunications conduits, systems raceways, and empty raceways, 1-1/4" and larger. Locate work buried below grade or under slab, work concealed above ceilings, and work in

concealed spaces, dimensionally from fixed structural elements (not partition walls, etc.).

3. Show all changes, deviations, addendum items, change orders, job instructions, etc., which change the work from that shown on the contract documents, including wall relocations, fixtures and device changes, branch circuiting changes, etc. Where locations of boxes, raceways, equipment, etc. are adjusted in the field to fit conditions, but such new locations may not be obvious by referring to the contract document, show new locations on the record drawings.
- B. At the discretion of the Architect/Engineer, the drawings will be reviewed on a periodic basis and used as a pre-requisite for progress payments. This requirement shall not be construed as authorization for the Contractor to make changes in the layout, or work without written authorization for such changes. The "Record Drawings" for daily recording shall consist of a set of blue line prints of the Contract Drawings.
- C. Upon completion of the work, purchase a complete set of reproducible mylar sepia drawings with the Architect/Engineer's seal and firm name removed or blacked out. Transfer all "Record" information from the blue line prints to the sepias. The sepias shall be reviewed by the Architect/Engineer and the resulting comments shall be incorporated into the final record sepias by the contractor.
- D. Certify the "Record Drawings" for correctness by placing and signing the following certifications of the first sheet of the sepia:
  1. "CERTIFIED CORRECT (3/8" high letters)  
(Name of General Contractor)  
By \_\_\_\_\_ Date \_\_\_\_\_  
(Name of Electrical Contractor)  
By \_\_\_\_\_ Date \_\_\_\_\_

#### 1.10 GUARANTEE:

- A. Ensure that electrical system installed under this contract is in proper working order and in compliance with drawings, specifications, and/or authorized changes. Without additional charge, replace any work or materials which develop defect, except from ordinary wear and tear, within one year from the date of substantial completion. Exception: Incandescent and fluorescent lamps shall be guaranteed for a period of two months from the date of substantial completion.

## PART 2 – PRODUCTS

### 2.1 GENERAL:

- A. Products are specified by manufacturer name, description, and/or catalog number. Discrepancies between equipment specified and the intended function of equipment shall be brought to the attention of the Architect/Engineer in writing prior to bidding. Failure to report any conflict, including catalog numbers, discontinued products, etc., does not

relieve the Contractor from meeting the intent of the contract documents nor shall it change the contract cost. If the Contractor is unable to interpret any part of the plans and/or specifications, or should he find discrepancies therein, he shall bring this to the attention of the Architect/Engineer who will issue interpretation and/or additional instructions to Bidders before the project is bid.

## 2.2 MANUFACTURERS:

- A. Provide products of manufacturers specified. Manufacturers catalog numbers and descriptions establish the quality of product required. Substitutions will be considered if a duplicate written application (2-copies) is at the office of the Architect/Engineer eight (8) working days prior to the day of the bidding. The application shall include the following:  
1) A statement certifying that the equipment proposed is equal to that specified; that it has the same electrical and physical characteristics, compatible dimensions, and meets the functional intent of the contract documents; 2) The specified and submittal catalog numbers of the equipment under consideration; 3) A pictorial and specification brochure.
- B. Any conflict arising from the use of substituted equipment shall be the responsibility of the Contractor, who shall bear all costs required to make the equipment comply with the intent of the contract documents.
- C. Samples may be required for non-standard or substituted items before installation during construction. Provide all samples as required.
- D. No materials or apparatus may be substituted after the bid opening except where the equipment specified has been discontinued.
- E. Provide only equipment specified in the Contract Documents or approved by addendum.

## 2.3 SPARE PARTS:

- A. Provide spare parts (fuses, diffusers, lamps, etc.) as specified. Transmit all spare parts to Owner's Representative prior to substantial completion.

## PART 3 – EXECUTION

### 3.1 INSTALLATION:

- A. Layout electrical work in advance of construction to eliminate unnecessary cutting, drilling, channeling, etc. Where such cutting, drilling, or channeling becomes necessary for proper installation; perform with care. Use skilled mechanics of the trades involved. Repair damage to building and equipment at no additional cost to the contract. Cutting work of other Contractors shall be done only with the consent of that Contractor. Cutting structural members shall not be permitted.
- B. Since the drawings of floor, wall, and ceiling installation are made at small scale; outlets, devices, equipment, etc., are indicated only in their approximate location unless dimensioned. Locate outlets and apparatus symmetrically on floors, walls and ceilings where not dimensioned, and coordinate such locations with work of other trades to prevent interferences. Verify all dimensions on the job. Do not scale the electrical drawings.

### 3.2 CLEAN:

- A. Clean up all equipment, conduit, fittings, packing cartons and other debris that is a direct result of the installation of the work of this Division.
- B. Clean fixtures, interiors and exteriors of all equipment, and raceways. upon request for Substantial Completion.

### 3.3 POWER OUTAGES:

- A. All power outages required for execution of this work shall occur during non-standard working hours and at the convenience of the Owner. Include all costs for overtime work in bid.
- B. Submit written request at least 7 days in advance of scheduled outage and proceed with outage only after receiving authorization from the Owner's Representative.
- C. Keep all outages to an absolute minimum.

### 3.4 STORAGE AND PROTECTION OF MATERIALS:

- A. Provide storage space for storage of materials and apparatus and assume complete responsibility for all losses due to any cause whatsoever. In no case shall storage interfere with traffic conditions in any public thoroughfare or constitute a hazard to persons in the vicinity. Protect completed work, work underway, and apparatus against loss or damage.

### 3.5 FIRE PENETRATION SEALS:

- A. Seal all penetrations for work of this section through fire rated floors, walls and ceilings to prevent the spread of smoke, fire, toxic gas or water through the penetration either before, during or after fire. The fire rating of the penetration seal shall be at least that of the floor, wall or ceiling into which it is installed, so that the original fire rating of the floor or wall is maintained as required by Article 300-21 of the National Electrical Code. Where applicable, provide OZ Type CFSF/I and CAFSF/I fire seal fittings for conduit and cable penetrations through concrete and masonry walls, floors, slabs, and similar structures. Where applicable, provide 3M fire barrier sealing penetration system, and/or IPC Flame Safe Fire Stop System, and/or Chase Foam fire stop system, including wall wrap, partitions, caps, and other accessories as required. All materials to comply with UL 1479 (ASTM E-814). Comply with manufacturer's instructions and recommendations for installation of sealing fittings and barrier sealing systems.

### 3.6 PROJECT FINALIZATION AND START-UP:

- A. Upon completion of equipment and system installation, assemble all equipment Factory Representatives and Subcontractors for system start-up.
- B. Each Representative and Subcontractor shall assist in start-up and check out their respective system and remain at the site until the total system operation is accepted by the Owner's representative.

- C. The Factory Representative and/or System Subcontractor shall give personal instruction on operating and maintenance of their equipment to the Owner's maintenance and/or operation personnel. To certify acceptance of operation and instruction by the Owner's Representative, the contractor shall prepare a written statement as follows:
- D. This is to certify that the Factory Representative and System Subcontractor for each of the systems listed below have performed start-up and final check out of their respective systems.
- E. The Owner's Representative has received complete and thorough instruction in the operation and maintenance of each system.

1. SYSTEM

(List systems included)

FACTORY REPRESENTATIVE

(List name and address of  
Factory Representative).

\_\_\_\_\_  
Owner's Representative

\_\_\_\_\_  
Contractor

- F. Send copy of acceptance to Architect/Engineer.

3.7 FINAL REVIEW:

- A. At the time of final review, the project foreman shall accompany the reviewing party, and remove coverplates, panel covers and other access panels as requested, to allow review of the entire electrical system.

END OF SECTION 16001

## **SECTION - 16070 - ELECTRICAL CONNECTIONS FOR EQUIPMENT**

### **PART 1 – GENERAL**

#### **1.1 RELATED DOCUMENTS:**

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.
- B. This section is a Division-16 Basic Materials and Methods section, and is part of each Division-16 section making reference to electrical connections.

#### **1.2 DESCRIPTION OF WORK:**

- A. Extent of electrical connection for equipment includes final electrical connection of all equipment having electrical requirements. Make final connections for all owner furnished equipment. See other applicable portions of specification for building temperature control wiring requirements.

#### **1.3 QUALITY ASSURANCE:**

- A. **NEC COMPLIANCE:** Comply with applicable portions of NEC as to type products used and installation of electrical power connections.
- B. **UL LABELS:** Provide electrical connection products and materials which have been UL-listed and labeled.

### **PART 2 – PRODUCTS**

#### **2.1 GENERAL:**

- A. For each electrical connection indicated, provide complete assembly of materials, including but not necessarily limited to, raceways, conductors, cords, cord caps, wiring devices, pressure connectors, terminals (lugs), electrical insulating tape, heat-shrinkable insulating tubing, cable ties, solderless wire nuts, and other items and accessories as needed to complete splices, terminations, and connections as required. Crimp on or slip-on type splicing materials (insulation displacement type) designed to be used without wire stripping are not acceptable. See Section 16110, Conduit Raceways; Section 16140 Wiring Devices; and Section 16120 Wire and Cable for additional requirements. Provide final connections for equipment consistent with the following:
- B. Permanently installed fixed equipment - flexible seal-tite conduit from branch circuit terminal equipment, or raceway; to equipment, control cabinet, terminal junction box or wiring terminals. Totally enclose all wiring in raceway.
- C. Movable and/or portable equipment - wiring device, cord cap, and multi-conductor cord suitable for the equipment and in accordance with NEC requirements (Article 400).
- D. Other methods as required by the National Electrical Code and/or as required by special equipment or field conditions.

## PART 3 – EXECUTION

### 3.1 INSTALLATION OF ELECTRICAL CONNECTIONS:

- A. Make electrical connections in accordance with connector manufacturer's written instructions and with recognized industry practices, and complying with requirements of NEC and NECA's "Standard of Installation" to ensure that products fulfill requirements.
- B. Connect electrical power supply conductors to equipment conductors in accordance with equipment manufacturer's written instructions and wiring diagrams.
- C. Coordinate installation of electrical connections for equipment with equipment installation work.
- D. Verify all electrical loads (voltage, phase, full load amperes, number and point of connections, minimum circuit ampacity, etc.) Report any variances from electrical characteristics noted on the electrical drawings to Architect before proceeding with rough-work.
- E. Obtain and review the equipment shop drawings to determine particular final connection requirements before rough-in begins for each equipment item.
- F. Refer to basic materials and methods Section 16120, Conductors, for identification of electrical power supply conductor terminations.

END OF SECTION 16070



## **SECTION 16080 – DEMOLITION**

### **PART 1 – GENERAL**

#### **1.1 RELATED DOCUMENTS:**

- A. Drawings and general provisions of Contract, including General, Division 1 Specification sections, apply to work of this section.
- B. This section is a Division-16 Basic Materials and Methods section, and is part of each Division-16 section making reference to demolition.

#### **1.2 DESCRIPTION OF WORK:**

- A. Extent of major items of demolition work is indicated by drawings. Other demolition work shall be performed as required to maintain system operation.
- B. The intent of the drawings is to indicate major items affected and not to show every device, outlet, fixture, etc. affected by demolition work.
- C. The drawings do not necessarily reflect as-built conditions. The contractor shall visit the jobsite prior to bidding to determine the overall scope of demolition work.
- D. Refer to sections of other Divisions for applicable requirements affecting demolition work.
- E. Refer to Section 16001 for requirements with regard to power outages affecting the operation of existing electrical systems.

#### **1.3 QUALITY ASSURANCE:**

##### **A. NEC COMPLIANCE:**

- 1. Comply with applicable portions of NEC as to methods used for demolition work.

### **PART 2 - PRODUCTS**

#### **2.1 GENERAL:**

- A. Demolition work shall be laid out in advance to eliminate unnecessary cutting, drilling, channeling, etc. Where such cutting, drilling, or channeling becomes necessary, perform with care, use skilled mechanics of the trades involved. Repair damage to building and equipment. Cutting work of other Contractors shall be done only with the consent of that Contractor. Cutting of structural members shall not be permitted.

#### **2.2 PATCHING AND REPAIR**

- A. The Contractor is responsible for all demolition, patching and repair of all finished interior surfaces pertaining to the installation of this particular phase of work. All surfaces shall be finished (painted, etc.) to match the adjacent materials, finishes and colors.
- B. Hard surfaces: Whenever demolition or excavation is required for the installation of the electrical system, it shall be the responsibility of this contractor to make repairs and/or replacements of hard finish surfaces such as concrete, asphalt, roofing, etc.

- C. The method of patching and repair shall follow good construction practices and all finished surfaces shall match materials and finish wherein the demolition occurred.

## 2.3 EXISTING EQUIPMENT

- A. The following is a part of this project and all costs pertaining thereto shall be included in the base bid.
- B. The new electrical equipment and apparatus shall be coordinated and connected into the existing system as required. Auxiliary systems shall comply, unless otherwise specified.
- C. The existing electrical devices, conduit and/or equipment that for any reason obstructs construction shall be relocated. Provide conduit, wiring, junction boxes, etc. as required to extend existing circuits and systems to relocated devices or equipment.
- D. The new fixtures indicated for existing outlets shall be installed in accordance with the fixture specifications.
- E. When installing equipment in the existing building, it shall be concealed unless specifically noted otherwise.
- F. All existing electrical equipment and systems in portions of the building not being remodeled shall be kept operational, in service and in working condition throughout the entire construction period. Restore any circuits and systems interrupted. Provide temporary panels, temporary wiring and conduit, etc. as required.
- G. Maintain circuit integrity and continuity of all existing circuits and systems that interfere with or are interrupted by remodel work unless those circuits are to be abandoned completely. Maintain all circuits and systems in operation during construction. Provide temporary panels, temporary wiring and conduit, etc. as required.
- H. Existing raceways may be used where possible in place, except as noted. All circuits, conduit and wire that are not used in the remodeled area shall be removed back to the panelboard, where it shall be labeled a spare with circuit number indicated. Re-used raceway shall meet all requirements for new installations.
- I. The existing light fixtures which are not used in the remodeled area shall be carefully removed, and turned over to the owner or properly disposed of. Those fixtures indicated for re-use shall be thoroughly cleaned, repaired as required, relamped and installed as indicated.
- J. Obtain permission from the Architect and Owner's representative before penetrating any ceiling, floor, and wall surfaces.
- K. Any and all equipment having electrical connections that require disconnecting and reconnection at the same or another location throughout the course of construction shall be included as part of this contract.

END OF SECTION 16080

## **SECTION 16110 - CONDUIT RACEWAYS**

### **PART 1 – GENERAL**

#### **1.1 RELATED DOCUMENTS:**

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification sections, apply to work of this section.
- B. This section is a Division-16 Basic Materials and Methods section, and is part of each Division-16 section making reference to electrical raceways and specified herein.

#### **1.2 DESCRIPTION OF WORK:**

- A. Extent of raceways is indicated by drawings and schedules.
- B. Types of raceways in this section include the following:
  - 1. Electrical Metallic Tubing
  - 2. Flexible Metal Conduit

#### **1.3 QUALITY ASSURANCE:**

- A. **MANUFACTURERS:** Firms regularly engaged in manufacture of raceway systems of types and sizes required, whose products have been in satisfactory use in similar service for not less than three (3) years.
- B. **STANDARDS:** Comply with applicable portions of NEMA standards pertaining to raceways. Comply with applicable portions of UL safety standards pertaining to electrical raceway systems; and provide products and components which have been UL-listed and labeled. Comply with NEC requirements as applicable to construction and installation of raceway systems.
- C. **SUBMITTALS:** Not required.

### **PART 2 – PRODUCTS**

#### **2.1 METAL CONDUIT AND TUBING:**

- A. **GENERAL:**
  - 1. Provide metal conduit, tubing and fittings of types, grades, sizes and weights (wall thicknesses) as indicated; with minimum trade size of 3/4".
- B. **ALUMINUM CONDUIT:** Not acceptable.
- C. **MC CABLE:** Not acceptable.
- D. **ELECTRICAL METALLIC TUBING (EMT):** FS WW-C-563 and ANSI C80.3.
- E. **EMT FITTINGS:**
  - 1. Provide insulated throat nylon bushings with non-indenter type malleable steel fittings at all conduit terminations. Install OZ Type B bushings on conduits 1"

larger. Cast or indenter type fittings are not acceptable.

- F. FLEXIBLE METAL CONDUIT: FS WW-C-566, of the following type;
  - 1. Zinc-coated steel.
- G. FLEXIBLE METAL CONDUIT FITTINGS: FS W-F-406, Type 1, Class 1, and Style A.
- H. EXPANSION FITTINGS: OZ Type AX, or equivalent to suit application.

## 2.2 CONDUIT; TUBING; AND DUCT ACCESSORIES:

- A. Provide conduit, tubing and duct accessories of types and sizes, and materials, complying with manufacturer's published product information, which mate and match conduit and tubing. Provide manufactured spacers in all duct bank runs.

## PART 3 - EXECUTION

### 3.1 INSTALLATION OF ELECTRICAL RACEWAYS:

- A. Install electrical raceways where indicated; in accordance with manufacturer's written instructions, applicable requirements of NEC and NECA "Standard of Installation", and in accordance with the following:
  - 1. BRANCH CIRCUITS, SIGNAL AND CONTROL CIRCUITS, AND INDIVIDUAL EQUIPMENT CIRCUITS RATED LESS THAN 100 AMPS:
    - a. Install in electric metallic tubing (EMT); except in poured walls, with one side in contact with grade, below concrete slab-on-grade or in earth fill, install in non-metallic plastic duct. In areas exposed to weather, moisture, or physical damage, install in GRC or IMC. In suspended slabs, install in EMT. Encase non-metallic duct 1-1/4" and larger in concrete. See duct banks.
- B. Coordinate with other work as necessary to interface installation of electrical raceways and components.
- C. Install raceway in accordance with the following:
  - 1. Provide a minimum of 12" clearance measured from outside of insulation from flues, steam and hot water piping, etc. Avoid installing raceways in immediate vicinity of boilers and similar heat emitting equipment. Conceal raceways in finished walls, ceilings and floor (other than slab-on-grade), except in mechanical, electrical and/or communication rooms, conceal all conduit and connections to motors, equipment, and surface mounted cabinets unless exposed work is indicated on the drawings. Run concealed conduits in as direct a line as possible with gradual bends. Where conduit is exposed in mechanical spaces, etc., install parallel with or at right angles to building or room structural lines. Do not install lighting raceway until piping and duct work locations have been determined in order to avoid fixtures being obstructed by overhead equipment.
  - 2. Where cutting raceway is necessary, remove all inside and outside burrs; make cuts smooth and square with raceway. Paint all field threads (or portions of raceway where corrosion protection has been damaged) with primer and enamel

finish coat to match adjacent raceway surface.

- D. Comply with NEC for requirements for installation of pull boxes in long runs.
- E. Cap open ends of conduits and protect other raceways as required against accumulation of dirt and debris. Pull a mandril and swab through all conduit before installing conductors. Install a 200 lb. nylon pull cord in each empty conduit run.
- F. Replace all crushed, wrinkled or deformed raceway before installing conductors.
- G. Provide OZ expansion fittings on all conduits crossing building expansion joints, both in slab and suspended.
- H. Complete installation of electrical raceways before starting installation of cables/conductors within raceways.

END OF SECTION 16110

## **SECTION 16120 - CONDUCTORS AND CABLES (600V AND BELOW)**

### **PART 1 – GENERAL**

#### **1.1 RELATED DOCUMENTS:**

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.
- B. This section is a Division-16 Basic Materials and Methods section, and is part of each Division-16 section making reference to conductors and cables specified herein.

#### **1.2 DESCRIPTION OF WORK:**

- A. Extent of electrical conductor and electrical cable work is indicated by drawings and schedules.
- B. Types of conductors and cables in this section include the following:
  - 1. Copper Conductors (600V)
- C. Applications for conductors and cables required for project include:
  - 1. Branch Circuits

#### **1.3 QUALITY ASSURANCE:**

- A. Comply with NEC as applicable to construction and installation of electrical conductors and cable. Comply with UL standards and provide electrical conductors and cables which have been UL-listed and labeled.
- B. Comply with applicable portions of NEMA/Insulated Cable Engineers Association standards pertaining to materials, construction and testing of conductors and cable.
- C. Comply with applicable portions of ANSI/ASTM and IEEE standards pertaining to construction of conductors and cable.

#### **1.4 SUBMITTALS:**

- A. FIELD TEST DATA:
  - 1. Not required

### **PART 2 - PRODUCTS**

#### **2.1 COPPER CONDUCTORS (600V):**

- A. Provide factory-fabricated conductors of sizes, ratings, materials, and types indicated for each service. Where not indicated provide proper selection to comply with project's installation requirements and NEC standards. Provide conductors in accordance with the following:
  - 1. Branch Circuit Conductors and All Conductors #3 AWG and Smaller - Copper conductor, with THHN/THWN insulation. Size all conductors in accordance with

NEC; minimum size to be #12 AWG. Provide stranded conductors for #8 AWG and larger.

- B. Provide color and coding of conductors as follows:

120/208V

277/480V

A-Phase - Black

A-Phase - Brown

B-Phase - Red

B-Phase - Purple

C-Phase - Blue

C-Phase - Yellow

Neutral - White

Neutral - Gray

Ground - Green

Ground - Green

- C. Provide colors for switch legs, travelers and other wiring for branch circuits different than listed above.
- D. Provide #10 AWG neutral conductor for all three and four wire fluorescent circuit home runs.

### PART 3 - EXECUTION

#### 3.1 INSTALLATION:

- A. General: Install electric conductors and cables as indicated, in compliance with manufacturer's written instructions, applicable requirements of NEC and NECA's "Standards of Installation", and in accordance with recognized industry practices.
- B. Coordinate installation work with electrical raceway and equipment installation work, as necessary for proper interface.
- C. Follow manufacturer's instructions for splicing and cable terminations.

#### 3.2 AFTER INSTALLATION TEST FOR CABLE 600 VOLTS AND BELOW:

- A. Prior to energization, test cable and wire for continuity of circuitry, and for short circuits. Correct malfunctions.
- B. Subsequent to wire and cable connections, energize circuitry and demonstrate functioning in accordance with requirements.

END OF SECTION 16120

## **SECTION 16135 - ELECTRICAL BOXES AND FITTINGS**

### **PART 1 – GENERAL**

#### **1.1 RELATED DOCUMENTS:**

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specifications sections, apply to work of this section.
- B. This section is a Division-16 Basic Materials and Methods section, and is a part of each Division-16 section making reference to electrical wiring boxes and fittings specified herein. See Section 16110, Raceways, for additional requirements.

#### **1.2 DESCRIPTION OF WORK:**

- A. The extent of electrical box and electrical fitting work is indicated by drawings and schedules.
- B. Types of electrical boxes and fittings in this section include the following:
  - 1. Outlet Boxes
  - 2. Junction Boxes
  - 3. Conduit Bodies
  - 4. Bushings
  - 5. Locknuts
  - 6. Knockout Closures
  - 7. Miscellaneous Boxes and Fittings

#### **1.3 QUALITY ASSURANCE:**

- A. Comply with NEC as applicable to construction and installation of electrical boxes and fittings. Comply with ANSI C 134.1 (NEMA Standards Pub No. OS 1) as applicable to sheet-steel outlet boxes, device boxes, covers and box supports. Provide electrical boxes and fittings which have been UL-listed and labeled.

#### **1.4 SUBMITTALS: None required**

### **PART 2 - PRODUCTS**

#### **2.1 FABRICATED MATERIALS:**

##### **A. INTERIOR OUTLET BOXES:**

- 1. Provide one piece, galvanized flat rolled sheet steel interior outlet wiring boxes with accessory rings, of types, shapes and sizes, including box depths, to suit each respective location and installation, construct with stamped knockouts in back and sides, and with threaded screw holes with corrosion-resistant screws for securing box and covers and wiring devices; minimum size 4"x4"x1-1/2". Provide minimum 2-1/8" depth for boxes with three or more conduit entries.
- 2. Provide an 'FS' box, with no knockouts when surface mounted in a finished, non-utility space. Surface mounting is only acceptable when approved by the Architect.



B. INTERIOR OUTLET BOX ACCESSORIES:

1. Provide outlet box accessories as required for each installation, including mounting brackets, hangers, extension rings, fixture studs, cable clamps and metal straps for supporting outlet boxes, which are compatible with outlet boxes being used and fulfilling requirements of individual wiring applications.

C. CONDUIT BODIES:

1. Provide galvanized cast-metal conduit bodies, of types, shapes and sizes to suit respective locations and installation, construct with threaded-conduit-entrance ends, removable covers, and corrosion-resistant screws.

D. BUSHINGS, KNOCKOUT CLOSURES AND LOCKNUTS:

1. Provide corrosion-resistant punched-steel box knockout closures, conduit locknuts and malleable steel conduit bushings and offset connectors, of types and sizes to suit respective uses and installation.

PART 3 - EXECUTION

3.1 INSTALLATION OF ELECTRICAL BOXES AND FITTINGS:

A. GENERAL:

1. Install electrical boxes and fittings where indicated, complying with manufacturer's written instructions, applicable requirements of NEC and NECA's "Standard of Installation", and in compliance with recognized industry practices to ensure that products fulfill requirements.
2. Coordinate installation of electrical boxes and fittings with wire/cable and raceway installation work.
3. Provide coverplates for all boxes.
4. Provide knockout closures to cap unused knockout holes where blanks have been removed.
5. Install boxes and conduit bodies to ensure ready accessibility of electrical wiring. Do not install boxes above ducts or behind equipment. Install recessed boxes with face of box or ring flush with adjacent surface. Seal between switch, receptacle and other outlet box openings and adjacent surfaces with plaster, grout, or similar suitable material.
6. Fasten boxes rigidly to substrates or structural surfaces to which attached, or solidly embed electrical boxes in concrete or masonry. Use bar hangers for stud construction. Use of nails for securing boxes is prohibited. Set boxes on opposite sides of common wall with minimum 10" of conduit between them.
7. Provide electrical connections for installed boxes.

END OF SECTION 16135

## **SECTION 16136 - SUPPORTING DEVICES**

### **PART 1 – GENERAL**

#### **1.1 RELATED DOCUMENTS:**

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification section, apply to work of this section.
- B. This section is a Division-16 Basic Materials and Methods section, and is a part of each Division-16 section making reference to supports, anchors, sleeves, and seals, specified herein.

#### **1.2 DESCRIPTION OF WORK:**

- A. Extent of supports, anchors, and sleeves is indicated by drawings and schedules and/or specified in other Division-16 sections. See Section 16110, Raceways, for additional requirements.
- B. Work of this section includes supports, anchors, sleeves and seals required for a complete raceway support system, including but not limited to: clevis hangers, riser clamps, C-clamps, beam clamps, one and two hole conduit straps, offset conduit clamps, expansion anchors, toggle bolts, threaded rods, U-channel strut systems, threaded rods and all associated accessories.

#### **1.3 QUALITY ASSURANCE:**

- A. Comply with NEC as applicable to construction and installation of electrical supporting devices. Comply with applicable requirements of ANSI/NEMA Std. Pub No. FB 1, "Fittings and Supports for Conduit and Cable Assemblies". Provide electrical components which are UL-listed and labeled.

### **PART 2 - PRODUCTS**

#### **2.1 MANUFACTURED SUPPORTING DEVICES:**

##### **A. GENERAL:**

- 1. Provide supporting devices; complying with manufacturer's standard materials, design and construction in accordance with published product information, and as required for a complete installation; and as herein specified. See drawings for additional requirements.

### **PART 3 - EXECUTION**

#### **3.1 INSTALLATION OF SUPPORTING DEVICES:**

- A. Install hangers, anchors, sleeves, and seals as required, in accordance with manufacturer's written instructions and with recognized industry practices to insure supporting devices comply with requirements. Comply with requirements of NECA, NEC and ANSI/NEMA for installation of supporting devices.
- B. Coordinate with other electrical work, including raceway and wiring work, as necessary to interface installation of supporting devices with other work.

C. Install hangers, supports, clamps and attachments to support piping properly from building structures. Arrange for grouping of parallel runs of horizontal conduits to be supported together on trapeze type hangers where possible. For pre-and post tensioned construction, use pre-set inserts for support of all electrical work. Do not use toggle bolts, moly bolts, wood plugs or screws in sheetrock or plaster as support for any equipment or raceway.

D. RACEWAYS:

1. Support raceways which are rigidly attached to structure at intervals not to exceed 8 feet on center, minimum of two straps per 10 foot length of raceway, and within 12" of each junction box, coupling, outlet or fitting. Support raceway at each 90 degree bend. Support raceway (as it is installed) in accordance with the following:

<u>NUMBER OF RUNS</u>	<u>3/4" TO 1-1/4" Ø</u>	<u>1-1/2" &amp; LARGER Ø</u>
1	Full straps, clamps or hangers.	Hanger
2	Full straps, clamps or hangers.	Mounting Channel
3 or more	Mounting Channel	Mounting Channel

2. Support suspended raceways on trapeze hanger systems; or individually by means of threaded rod and straps, clamps, or hangers suitable for the application. Do not use "tie wire" as a portion of any raceway support system; do not support raceway from ceiling support wires.

END OF SECTION 16136

## **SECTION 16452 - GROUNDING**

### **PART 1 – GENERAL**

#### **1.1 RELATED DOCUMENTS**

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.
- B. Division-16 Basic Materials and Methods sections apply to work specified in this section.

#### **1.2 DESCRIPTION OF WORK:**

- A. Provide grounding as specified herein, and as indicated on drawings.
- B. Provide grounding and bonding of all electrical and communication apparatus, machinery, appliances, building components, and items required by the NEC to provide a permanent, continuous, low impedance, grounding system.
- C. Unless otherwise indicated, ground the complete electrical installation including the system neutral, metallic conduits and raceways, boxes, fittings, devices, cabinets, and equipment in accordance with all code requirements.
- D. Types of grounding in this section include the following:
  - 1. Enclosures
  - 2. Equipment
  - 3. Other items indicated on drawings
- E. Requirements of this section apply to electrical grounding work specified elsewhere in these specifications.

#### **1.3 QUALITY ASSURANCE:**

- A. Comply with NEC as applicable to electrical grounding systems. Comply with applicable ANSI and IEEE requirements. Provide products which have been UL listed and labeled.

#### **1.4 SUBMITTALS:**

- A. Not required

### **PART 2 – PRODUCTS**

#### **2.1 MATERIALS AND COMPONENTS:**

- A. **GENERAL:** Except as otherwise indicated, provide each electrical grounding system as specified herein, and as shown on drawings, including but not necessarily limited to, cables/wires, connectors, terminals (solderless lugs), and other items and accessories needed for complete installation. Where materials or components are not otherwise indicated, comply with NEC, NEMA and established industry standards for applications indicated.

## PART 3 - EXECUTION

### 3.1 INSTALLATION OF GROUNDING SYSTEMS:

- A. Install electrical grounding systems in accordance with manufacturer's written instructions and with recognized industry practices to ensure grounding devices comply with requirements.
- B. Provide grounding for the entire raceway, enclosure, equipment and device system in accordance with NEC. Include copper grounding conductor in all raceways.
- C. EQUIPMENT BONDING/GROUNDING: Provide a NEC sized conductor, whether indicated or not on the drawings, in raceways as follows:
  - 1. Device and lighting branch circuits.
  - 2. Provide grounding bushings and bonding jumpers for all conduit terminating in reducing washers, concentric, eccentric or oversized knockouts at panelboards, cabinets and gutters.
- D. Provide bonding jumpers across expansion and deflection couplings in conduit runs, across pipe connections at water meters, and across dielectric couplings in metallic cold water piping system.
- E. Provide bonding wire in all flexible conduit.

### 3.2 TESTING:

- A. Not required.

END OF SECTION 16452

## **SECTION 16510 - INTERIOR BUILDING LIGHTING**

### **PART 1 – GENERAL**

#### **1.1 RELATED DOCUMENTS:**

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.
- B. Division-16 Basic Materials and Methods sections apply to work specified in this section.

#### **1.2 DESCRIPTION OF WORK:**

- A. Types of lighting fixtures in this section are indicated by schedule and include the following:
  - 1. Fluorescent

#### **1.3 QUALITY ASSURANCE:**

- A. Comply with NEC, NEMA and ANSI 132.1 as applicable to installation and construction of lighting fixtures. Comply with NEC 410-65C for all recessed incandescent light fixtures. Provide lighting fixtures which have been UL-listed and labeled.

#### **1.4 SUBMITTALS:**

- A. **PRODUCT DATA:**
  - 1. Submit manufacturer's data on interior and exterior building lighting fixtures.
- B. **SHOP DRAWINGS:**
  - 1. Submit dimensioned drawings of lighting fixtures. Submit fixture shop drawings in booklet form with separate sheet for each fixture, assembled in luminaire "type" alphabetical order, with proposed fixture and accessories clearly indicated on each sheet. Submit all available standard color samples with the shop drawings. If standard colors are not acceptable, a color sample will be provided to the fixture manufacturer. Return of the shop drawings will be delayed until color samples are provided. Submit ballast manufacturer cut sheets. Submit a list of all lamps used on all projects.

### **PART 2 – PRODUCTS**

#### **2.1 ACCEPTABLE MANUFACTURERS:**

- A. Subject to compliance with requirements, provide products of one of the following (for each type of fixture):

#### **2.2 INTERIOR AND EXTERIOR LIGHTING FIXTURES:**

- A. **GENERAL:**
  - 1. Provide lighting fixtures, of sizes, types and ratings indicated complete with, but not necessarily limited to, housings, lamps, lamp holders, reflectors, ballasts,

starters, and wiring. Label each fixture with manufacturer's name and catalog number. Provide all enclosed fixtures with positive latch mechanisms; spring tension clips not acceptable. Provide all exterior fixtures with damp or wet location label as required by application.

B. SUPPORT REQUIREMENTS:

1. Provide all pendant and stem hung fixtures with flexible ball joint hangers at all points of support. Equip hooks used to hang fixtures with safety latches. Provide all detachable fixture parts, luminous ceiling accessories, louvers, diffusers, lenses, and reflectors with locking catches, screws, safety chain, or safety cable.
2. Comply with manufacturer's written recommendations for all lamp ballast combinations.

C. CBM LABELS:

1. Provide fluorescent-lamp ballasts, which comply with Certified Ballast Manufacturers Association standards and carry the CBM label.

D. FLUORESCENT LAMP BALLASTS: - ELECTRONIC:

1. Provide rapid start, fluorescent lamp ballasts capable of operating lamp types indicated, with power factor (ratio of actual power to apparent power) above 95%, and operating with audible noise level lower than the quietest C.B.M. certified ballast for the same application, listed as class A. Provide ballasts which comply with applicable state, federal, and industry standards and:
  - a. Are UL listed,
  - b. Comply with FCC requirements governing electromagnetic and radio frequency interference.
  - c. Comply with IEEE standards for line voltage transient protection, and ANSI C.62.41 for location director A3 in the normal mode and location category A1 in the common mode.
  - d. Comply with ANSI and IEEE standards for harmonic distortion
2. Light output shall not vary by more than 1% over a plus or minus 10% variation in line voltage, and shall not vary more than 5% of light output of equivalent C.B.M. certified ballast. See drawings and schedules for input voltage requirements. Ballasts shall consistently start and operate lamps from a supply line voltage of plus or minus 10% from nominal line voltage.
3. Provide ballasts which operate at a frequency above 20K hz from an input frequency of 60 hz; have an efficacy factor (relative light output per watt consumed) at least 10% above the C.B.M. certified electromagnetic system for the same application; and have a lamp crest factor (ratio of peak to R.M.S. lamp current) of 1.7 or less. Ballasts shall have a total current harmonic distortion of less than 20%.
4. All T5 and Compact electronic ballasts shall be programmed rapid start for maximum lamp life on shorter start cycles. Filament voltage shall be applied prior to the application of open circuit voltage to allow adequate heating of the filaments and then open circuit voltage is applied to start the lamps. Ballasts shall provide for a minimum lamp starting temperature of 0 degrees F. T8

ballasts shall be rapid start unless specified on the fixture schedule otherwise.

5. Ballasts for lamps of T5, T4, and T2 diameter shall contain end-of-life sensing circuitry to prevent lamp, lamp base, or socket damage at end-of-life.
6. Ballast manufacturer shall warrant ballasts for T8 and T5 lamps to be free from defects in material or workmanship for at least 5 years from date of manufacture. Ballasts for T4 and smaller shall be 3 years. Contractor shall provide warrantee in accordance with other sections of this specification. Warranty shall include an allowance for nominal replacement labor and replacement of defective product.
7. Comply with manufacturer's written recommendations for all lamp ballast combinations. Provide electronic ballasts of one of the following:
  - a. Motorola
  - b. Advance Transformer Company
  - c. Howard Industries
  - d. Osram Sylvania
  - e. Universal Lighting Technologies Co.

E. CBM LABELS:

1. Provide fluorescent-lamp ballasts which comply with Certified Ballast Manufacturers Association standards and carry the CBM label.

F. FLUORESCENT LAMPS:

1. Equip interior fluorescent fixtures with full light output, T8 lamps where available as standard products. Where applicable, equip fixtures with lamps as follows:

4' T8	2950	Initial Lumens
-------	------	----------------

- a. Sylvania Octron
  - b. General Electric
  - c. Phillips.
2. Provide fluorescent lamps with low levels of mercury, capable of acceptance of the Environmental Protection Agency (EPA) through the TCLP (Toxic Characteristic Leaching Procedure).

G. DIFFUSERS:

1. Where plastic diffusers are specified, provide 100 percent virgin acrylic compound; minimum thickness, .125 inches.

## PART 3 - EXECUTION

### 3.1 INSTALLATION OF LIGHTING FIXTURES

- A. Install lighting fixtures at locations and heights as indicated, in accordance with fixture manufacturer's written instructions, applicable requirements of NEC, NECA's "Standards of Installation", NEMA standards, and with recognized industry practices to ensure that lighting fixtures fulfill requirements.



- B. Coordinate with other work as appropriate to properly interface installation of lighting fixtures with other work. Consult lighting plan for exact location of all lighting fixtures.
- C. Provide all necessary supports, brackets, and miscellaneous equipment for mounting of fixtures. Support all ceiling mounted fixtures from the building structure; independent of the ceiling system, unless noted. Support each recessed fixture (fluorescent incandescent, and/or HID) from the building structure with #12 ga. steel wire attached to each corner (in addition to supports normally provided for attachment to the ceiling system). Provide backing supports above (or behind) sheetrock, plaster and similar ceiling and wall materials. Support surface mounted ceiling fixtures from channel. Support ceiling mounted outlet boxes independent of the raceway system, and capable of supporting 200 pounds. Feed each recessed fixture directly from an outlet box with flex conduit as required; do not loop from fixture to fixture. See plans for additional details.
- D. Coordinate lighting with duct and equipment locations.
- E. ADJUST AND CLEAN:
  - 1. Clean lighting fixtures of dirt and debris upon completion of installation.
  - 2. Protect installed fixtures from damage during remainder of construction period. Repair all nicks and scratches to appearance of original finish.
- F. SPARE PARTS:
  - 1. Provide a spare set of diffusers (acrylic and/or glass only) for each fixture type and one for each additional 10 fixtures of each type; not to exceed 10 spares for any single fixture type.
  - 2. In addition, furnish stock of replacement lamps amounting to 15 percent (but not less than one lamp) of each type and size used. Deliver replacement stock as directed to Owner's storage space.

### 3.2 FIELD QUALITY CONTROL:

- A. Upon completion of installation of lighting fixtures, and after building circuitry has been energized, apply electrical energy to demonstrate capability and compliance with requirements.
- B. Where possible, correct malfunctioning units at site, then retest to demonstrate compliance; otherwise remove and replace with new units, and proceed with retesting.
- C. At the time of Substantial Completion, replace lamps in interior lighting fixtures which are observed to be noticeably dimmed after the Contractor's use and testing, as judged by Architect/Engineer.
- D. GROUNDING:
  - 1. Provide equipment grounding connections for each lighting fixture.

END OF SECTION 16510